

# EMPOWER: Career Development Programme for Women



All sessions are led by our industry experienced programme mentors.



Skills 4 was established in 2006 to support women in construction & engineering to advance their careers.

Within one year of completing the programme over two-thirds of the participants have been promoted.

Our multiple award-winning programme has helped over 12,000 women achieve greater career success.

Impact of our training\*:

- 100% have higher levels of confidence/self-belief.
- 95% have improved their communication skills.
- 91% are more positive about progression within their organisation.
- 70% have taken on extra responsibility within their current role.

\*Arcadis client evaluation report 2023.

**Our EMPOWER Programme has a proven record in levelling the playing field by enabling female talent to advance their careers and progress within the organisation.**

## Module One: Confident Communication

The initial module examines how communication impacts our professional image and introduces tools and techniques to help delegates feel more confident and in control during difficult workplace conversations. It highlights different communication styles and their effect on daily interactions and outcomes. The workshop also explores unconscious bias, helping participants better understand diverse group dynamics and communicate with greater rapport.

- Understand unconscious bias, stereotype judgments, and stereotype threat
- Apply assertive communication techniques to various scenarios
- Explore advanced communication techniques to build rapport and relationships
- Learn perceptual positioning to improve individual and team relationships
- Connect with and learn from each other

## Module Two: Authentic You

This module explores the impact of image, visibility, and effective networking on career progression. Participants gain skills and confidence to showcase their talent, knowledge, and achievements they have to offer their organisation, giving employers access to the widest talent pool.

- Understand the link between self-image and behaviour; develop techniques to improve both
- Gain feedback on your image at work and tools to enhance it
- Understand the importance of visibility, networking, and showcasing
- Learn techniques to improve professional image and visibility while staying authentic.

Est. 2006

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## Module Three: Future Focussed

In this module, participants analyse their current levels of commitment, capability and confidence in achieving career development. The workshop enables participants to take stock of their career to date, assess their current strengths and achievements and create a targeted action plan for career success.

- Complete gap analysis to identify strengths and growth areas
- Consolidate programme tools to remove potential blockers
- Learn unique goal-setting methodology® to define career goals
- Improve time-management and prioritisation to create time to focus on career goals
- Stop and reflect on how well you look after yourself
- Develop a targeted action plan for success

## End of Programme Presentation & Review (Optional):

This session gives participants the opportunity to consolidate learning through the delivery of a pre-prepared presentation.

## One-to-one support:

Every delegate benefits from one-to-one support with the programme mentor, offering the opportunity to consolidate learning, dig deeper into specific tools, increase accountability and maintain motivation.

## Free Lifetime Alumni Membership:

All delegates are invited to join the Skills 4 alumni group which provides a platform to network and share best practice across different businesses within the sector. We host free refresher training and expert talks for our alumni members.

*"If you had told me two years ago that I would be here doing what I am doing and done what I have done I wouldn't have believed you, It is difficult to quantify what the Skills 4 training has done for my career."*

**Chama Shanyinde,**  
Engineer, Arcadis

*"The Skills 4 programme is an integral part of our commitment to developing a truly inclusive workplace. It's success over the last 10 years has meant that women in our organisation feel more empowered than ever to put themselves forward for stretch opportunities and promotions – a huge step forward for us and our sector."*

**Victoria Jones,**  
Global Vice-President,  
Equality, Diversity & Inclusion,  
AtkinsRéalis

*"There are quite a few challenges for women with careers in construction where barriers stop them from climbing the ladder, I am so grateful to have had the opportunity to undertake the Skills 4 course. It has given me so much more confidence."*

**Olu Olabode,**  
Commercial Director  
Balfour Beatty, Major Projects



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