

Global FM School for Facilities Management

Course Outline Guide 2022

Short Course Program: Workforce Diversity for FM Managers and General Managers



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FM Managers and General Managers

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1. What is the Workforce Diversity Course?

This Course is intended for managers in all economic sectors. These managers would typically be second level managers such as heads of department, section heads or divisional heads, who may have more than one team reporting to them within the field of Facilities Management.

It would empower the attendee on the concept of Diversity, whether in the workplace or own life, and understanding the inclusion of people who belong to various culture groups or people with different human qualities, such as age, ethnicity, gender, physical abilities, race and sexual orientation.



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2. General Information

2.1 Entrance requirement for this course

Open - No pre-requisites required

2.2 Duration of the course

This course has been designed to be presented over 2 days.

2.3 Course dates

17, 18 October 2022

2.4 Methodology on Class Attendance

The Course will be presented via Webinar.

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2.5 Tuition Fees

Per learner: R 6 500.00 (Incl. Vat) per learner

2.6 What are the payment terms and conditions?

Pre-payment is essential for all courses.

Certificates will only be issued to learners that have complied with all the requirements for a particular course. No certificates will be issued to any learner that is not fully paid-up.

Global-FM retains the right to amend course dates/ module dates. Should this occur, Global-FM will offer alternative dates in co-operation with the learners.

Should you be forced to pull out of a course prior to the commencement of the course, before attending the classes, you may be substituted by another without extra cost.

A registration fee of R 200.00 excluding VAT is payable on your registration.

In the event of cancellation made at least 30 days prior to the commencement date, a full refund of the course fee will be made. For a cancellation, made between 14 - 30 days prior to the commencement date, a 50% refund of the course fee will be made. If a cancellation is made less than 14 days prior to the commencement date, no refund of the course fee will be made.

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2.7 What are the registration fees?

R 200.00 excluding VAT

3. How to register

Please visit our website:

www.global-fmschool.com, and click on the "contact button" to submit your application to register.

Alternatively, send an email to admin@global-fmschool.com and a electronic registration form will be emailed to you, to complete.

Thereafter, the logistics for the enrollment procedures will be communicated to you via email.

4. Who endorses the Course?

Global-FM School for Facilities Management.

This is a Non-Credit Bearing Course

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5. Course Topics

The topics for this course includes the following:

1. Diversity in the Workplace focusing on Discrimination and Stereotypes, including the consequences of Discrimination.
2. Valuing Diversity, focusing on benefits of a diverse working place, as well as managing diversity in the Workplace
3. Manage Team Members, focusing on Communication in culturally dissimilar groups, Corporate Culture and how to manage, as well as Cultural filters
4. Dealing with Disagreements, focusing on handling conflict and tension arising from discrimination, as well as Conflict Management Techniques.

Method of evaluation:

This is an attendance course, thus no evaluation will be required

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