



# Achieving the edge

**Give your team 'the edge'  
over the competition**





Maximise efficiency, increase profits and grow your business or organisation through developing your biggest asset – your people. Unleash your team’s potential with Capable. Our capability development programmes and services get results.

## Capable will help you expand your business’ bottom line

Let’s work together to build the skills essential for successful teamwork – such as leadership, communication, and conflict management. Growing the leadership and teamwork skills of your employees is key to business success.

We have worked with many organisations nationwide to drive cultural change and help create high performing teams. These include medium to large businesses, tourism industry organisations, construction firms, government institutions and civil service agencies.

## High performing teams achieve results

A high performing team achieves much more than individual members can alone – resulting in more efficient, thoughtful and effective outcomes. Individual employees benefit too, mutual support and a greater sense of accomplishment.

Capable can help you develop a high performing team that:

- > Is outcome and future focused
- > Has clear team vision and goals
- > Is highly functional
- > Fosters an environment of trust and respect
- > Commits to decisions and action plans
- > Is accountable for delivering its plans
- > Achieves great results – and meets the expectations of others.



# The Capable Process

We develop high-performing teams or individuals within businesses

Capability Development Programmes

Capable offers a comprehensive range of services to get the best out of your team:

## Data gathering

We identify the actions needed to meet your business goals. This diagnostic service is centred on business excellence and team performance/effectiveness. We focus on your existing business strategy. You may already have data on employee skill gaps, development needs or satisfaction – or we can work with you to gather that knowledge.

## Facilitation of action plans

We work with you to co-create a development action plan. This is based on insights about your employees and your strategic goals. Success is all about teamwork, planning and accountability.

## Individual and team development

We focus on improving performance by enhancing engagement, communication, teamwork and leadership skills. We select a methodology appropriate to your specific needs, employing tools such as the Myers Briggs Type Indicator and the Belbin Team Roles model.

## High performing teams and knowledge services

We get your team working together in a creative environment. Our programmes incorporate an experiential team development component, using subjects such as Culinary Arts to put learning into practice. Leadership, Sustainable Practice and Business Excellence programmes are complemented by others, such as Emotional Intelligence, the Treaty of Waitangi, and Health & Wellness. All programmes are tailored to your business' needs.

## Measuring success

We help measure the results and provide valuable feedback on completion of the programme. This allows your employees to see how far they have come. We also work with you to identify the next steps for your team, and any future development needs, in line with your strategy.



# Why Capable?

“Capable connected with our senior leaders’ aspirations of personal and professional development. It was an organisation that made it easy for us to work with. The results speak for themselves. The growth I’ve seen in our senior leaders is just phenomenal.”

**James Coddington**  
CEO, NZ Ski Ltd

**Professional development that directly benefits your business – here’s why our programmes get results.**

## Customisable

Capable makes sure the content and outcomes of each programme are customised to meet your long-term goals and strategies, or short-term business needs.

Every business is different, with unique strategic goals. Our programmes are highly customisable. We offer an extensive range of services that can be tailored, from a simple workshop series on team communications, through to an organisation-wide capability development programme.

## Valuable

Capable can weave the achievement of qualifications into your development plan, to offer an additional benefit to your team.

We give your employees credit for what they already know. They can achieve an NZQA accredited diploma, degree or postgraduate qualification through a cost-effective and flexible learning pathway.

## Long-term

Capable employs a long-term, partnership approach that is key to a culture of high performance within a business.

Change is about seeing the big picture. We believe that learning and development is about long-term change – embedded in day-to-day practice. It’s not a two-day course that participants forget within a week. Change requires a commitment.

## Comprehensive

Capable offers ‘end to end’ solutions, seeing your team through the entire process.

We start with data gathering and analysis, to understand your team’s needs and goals, and finish by measuring the success of any training and development. Then we help identify the next steps on your journey.

# Who are we?

Capable is a service provided by Otago Polytechnic, one of New Zealand’s top career-focused tertiary institutions.

**We support businesses in meeting their strategic goals, and expanding their ‘bottom line’, through workforce training and development.**

Our expert facilitators have years of experience supporting individuals and teams to unlock their leadership potential and achieve tertiary qualifications. We have also helped organisations deliver priority business objectives, such as a nation-wide accreditation programme, to ensure team performance and excellent service quality. Capable’s main office is in Dunedin, with other offices in Wellington and Auckland. We provide services for organisations situated anywhere in the world.



Contact us for more information and to discuss how your team can “achieve the edge”

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