

Student support

The "Course Work Open-House" will enable you to post questions about your coursework at any time and lecturers will feed back to you.

How should you apply and how will you be selected?

For more information please see the Faculty web page at:

<http://www.canterbury.ac.uk/study-here/courses/postgraduate/collaborative-transformation.aspx>

Applications should be made to the Programme Director, using the Postgraduate Application form at:

<http://www.canterbury.ac.uk/study-here/postgraduate-taught/how-to-apply-for-postgraduate-taught.aspx>

Candidates without a good honours degree may be subject to an interview with the Programme Director to assess suitability to join the programme.

What will you need to achieve to graduate and how will your overall grade be calculated?

You will need to pass all the assessments for the modules in order to be awarded a Postgraduate Certificate in Collaborative Transformation.

For more programme information, please contact:

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In partnership with:



Postgraduate Certificate in Collaborative Transformation

Canterbury Christ Church University, in conjunction with **Shared Service Architecture**, established the UK's first postgraduate qualification in public sector Shared Service working in 2010. To meet the changing demands in the market, the programme has been enhanced for leaders and managers involved in developing combined authorities, city regions, localism, blue-light transformation, health service collaborations, as well as shared services, and from October 2015 continues as the Postgraduate Certificate in Collaborative Transformation. The new programme also welcomes **The Chartered Institute of Public Finance & Accountancy (CIPFA)** as a new delivery partner, providing CIPFA Affiliate member status to all new graduates.

This six month course provides you with the knowledge and skills to initiate and develop collaborative transformation and shared service projects, whilst also giving you a valuable postgraduate qualification. You'll become a skilled and valuable in-house resource, able to cascade your learned skills across colleagues in collaborative transformation activities.

What is it?

The Postgraduate Certificate in Collaborative Transformation is a 60 credit, level 7 postgraduate award. It consists of three 20-credit modules and is expected to be completed across a six month period. It is for public sector managers and consultants who wish to study the effective development of collaborations and shared service initiatives in the public sector and gain a qualification.

What are the entry requirements?

Our normal entry requirement for study at postgraduate level is a good honours degree, however consideration will be given where applicants have a professional diploma, or equivalent, at an appropriate level in a relevant subject discipline, or can demonstrate significant professional experience at an appropriate level, together with relevant qualifications.

What skills will I learn?

The programme will develop your skills in managing the initiation and development of business cases in diverse partnerships in collaborative public sector settings. You will understand how to apply change management principles to front and back office collaborations and how to create effective roadmaps for use by your employer.

How will it help me?

The programme provides an ideal base from which to develop a career in shared services and partnership working in the public sector.

What is the benefit for my organisation?

Value for money - potentially saving thousands of pounds by building in-house capacity and thereby minimising external consultancy fees. These savings can be gained by applying a range of the 100 tools, techniques and templates, provided to each graduate, to create in-house reports, assessments, risk registers, stakeholder group analyses and action plans, and business case reports.

Traditionally these are undertaken by external consultants at standard fees of between £750 and £1,000 per day. By developing and using in-house managers this could realise many thousands of pounds in tangible savings for shared service and partnership working.

What is the cost?

The fee for the six-month Postgraduate Certificate in Collaborative Transformation is £2,850 per student.

Are there any discounts?

Almost 1,000 senior managers from local councils, FE colleges, fire and rescue, police and central government departments have already attended a "Highway Code", "Collaboration Toolbox" or "Collaboration Business Case Toolbox" one day seminar. Qualifying applicants who supply the University with their CPD certificate will receive a discount of £250 per completed seminar.

There are also significant group discounts available, please contact the Programme Director for details.

Where is it taught?

The scheduled October intake will be taught in London.

"We can come to you." There is also the option of delivery at client locations throughout the UK, with a variety of start dates; this is dependent on the demand for the course. Contact the Programme Director for further information.

What will I study?

This is a part-time, three module programme lasting six months. It comprises a mix of taught modules, the development of an evidence portfolio demonstrating how students are applying their learning and written assessments. Each module carries 20 Masters level credits.

01

The Essentials of Shared Services

The Shared Service Architect's Highway Code Of Public Sector Collaborations And Shared Services

The Shared Service Architect's Collaboration Toolbox

The Shared Service Architect's Collaboration Business Case Toolbox

02

Change Management and Analysis

Research and analysis methodologies

Current research and practice in change management

The impact of change management on collaborations and shared services

03

Developing a Shared Services Roadmap

Applying the understanding of the essentials of change management to collaboration and shared service settings

Constructing a detailed "road map" to take an organisation forward in its collaboration or shared service activity

Taught Modules:

Module 1: The Essentials of Shared Service Services

The first module consists of three taught units that provide the building blocks for the whole programme and introduces the concept of reflective practice as a method of work. The three units are one day seminars:

The Shared Service Architect's Highway Code Of Public Sector Collaborations And Shared Services: What are the regulations and constraints that narrow or enable the choices in public purpose collaborative settings?

The Shared Service Architect's Collaboration Toolbox: 40 tools, techniques and templates for building strong trust and absolute clarity of shared vision between public sector partners in collaborations and shared services

The Shared Service Architect's Collaboration Business Case Toolbox: 50+ tools, techniques and templates for developing elements of a collaboration or shared service business case in-house

As a result of these taught units students will have a sound and systematic understanding of collaboration strategy. They will be asked to demonstrate how they intend applying the learning to a current workplace collaboration activity, or shared service, through an evidence portfolio and written assessment.

Module 2: Change Management and Analysis

In the second module, students develop a more conceptual understanding enabling them to identify and critically evaluate current research and practice in the field of change management and its impact in public purpose collaborations. This involves a written literature review and a written critical appraisal of 2-3 existing collaborative initiatives. The appraisal will identify what can be learned from them and applied to the workplace setting of the student.

Module 3: Developing a Shared Services Roadmap

Through this module students will apply their deeper understanding of collaborations and shared service initiatives to their own organisation and construct a detailed plan or 'road map' to take their organisation forward along the collaboration or shared service route.

Module assessments

Students will be required to produce a portfolio of work, reflecting their learning and application of tools, as well as a critical reflection on the applicability of such tools in their own organisation.