

Make a serious investment in your market

6 days of training: February - May 2025

Markets Diploma

Two professional NVQ level 4 qualifications available delivered by a mix of live classroom lectures and online zoom events

National Diploma in Market Administration



Includes an onsite visit to
Halifax Borough Market

London Diploma in Markets & Street Trading



Includes an online presentation

Portobello Road

NB: London diploma lectures all online

NABMA
the voice of markets

IN
ASSOCIATION
WITH

IPM
Institute of Place Management

**MARKET
PLACE**

Make your Market successful

This course empowers you with tools to create the initiatives needed to make your market more successful.

Following completion of the diploma, the networking facility at Nabma will also be on hand to give support for your operations and developments.

The NVQ level 4 diploma is for officers working in the market industry or anyone having a market operation in their working portfolio

Included in the Diploma

To gain this formal NVQ level 4 qualification candidates are expected to attend the equivalent of 6 Days of lectures covering a wide variety of market topics. These lectures will be spread over a four-month period. Some will be in a live classroom and the remainder online via zoom
NOTE: Candidates from both diploma courses combine on zoom for some of the lectures



Course Content

For an extensive list of content including inputs and outputs required from candidates, please refer to the detailed course handbook available on the Nabma website training page.

In summary, the course is divided into three modules as follows:

COMMUNICATIONS & CREATING PARTNERSHIPS

- Introduction to the DMA
- Presentation Skills
- Dealing with Aggression
- Emotional Conflict
- Report Writing
- Practical Marketing
- Writing for Press
- Traders and Stakeholders
- Creating Effective Joint Initiatives

Module 1

MARKET LAW & PROPERTY LAW

- Market Law & Market Charters
- Effect of L&T 1954 Act on Markets
- Need for formal Markets Policies
- Law on Street Trading
- Effect of BREXIT on EU Legislation
- Legal Protection of Markets
- Trading Standards & the Real Deal
- Food Hygiene Regulations

Module 2

FINANCE & OPERATIONS

- Assessing Safety Risks in Markets
- Market Technical Operations
- Project Management
- Effective Use of Resources
- Sourcing External Finance
- Sustaining and Developing Markets
- Investing in Markets, Capital Projects
- Business & Event Planning
- Financial Budgeting

Module 3

Three written assignments

Each candidate is required to provide 3 short written assignments to demonstrate an understanding of the content of each module.

These assignments are set and marked by Nabma and ensure candidates fully understand the learning outcomes of the sessions.



Refreshments

For all LIVE lectures, high quality refreshments are provided throughout the day including lunch at full day lectures.
All inclusive of the course fee.



Staying in Halifax (for National Diploma)

Overnight accommodation in Halifax on Mon 24 February is not essential. However, it provides excellent networking opportunities to discuss real work issues with market staff from around the country.

NB: Course fee does **not** include any overnight accommodation or evening meals.
Nearest hotels are Premier Inn or Imperial Crown Hotel.

The Diploma Team



Stephen Pickering

Steve is Nabma's Professional Development Consultant and is the course leader and a lecturer for the diploma. He is a very experienced market manager and created the vision and business plan for the award winning Warrington market.

He also used his transferable skills gained from markets to develop a strategic business vision for Mount Edgumbe Country Park in Cornwall, and helped transform a Cornish mining heritage development called Heartlands



Phil Heath

A trainer/consultant in International Standards using communication skills to reduce risk. Phil is a professional speaker coaching in the art of presentations and communications



Kirsty Roamer

Former editor of Market Trade News and Judge of the Great British Market Awards. Kirsty brings her love of markets and over 30 years experience



Graham Wilson OBE

Following Graham's highly respected leadership of Nabma he continues to provide support as the acknowledged expert in the specialism of Market Law



Roger Butterfield

Roger has worked as a local authority solicitor in licencing and street trading for over 40 years. He has been a legal advisor to Nabma for many years and runs a consultancy and training company



Gavin Terry

Trading Standards National Lead Officer for Anti-counterfeiting and Chair of the National Markets Group. Gavin has worked in market inspection for over 30 years.



Patricia Lennon

Patricia heads up the Real Deal Campaign working together with national stakeholders to prevent counterfeits and other illicit goods being sold at the market



David Newsum

David is a traing consultant and a Chartered Environmental Health Practitioner, spending many years as a EHO in Manchester. He has trained enforcement officers for the Food Standards Agency for over 25 years.



Nick Rhodes

Nick is Chief Executive of Market Place and is established as a leading market consultant undertaking over 50 major projects. Also known for publishing the industry recognised "Rhodes report"



Lynn Heron

Lynn is a senior accountant at Warrington Borough Council and worked closely with the market as it went through the financial challenges of redevelopment.

Lecture Dates 2025

National Diploma in Market Administration

COMMUNICATIONS & CREATING PARTNERSHIPS

Mon 24 February
10am - 4-30pm **LIVE**
in Halifax

Tuesday 25 February
10am - 4pm **LIVE**
in Halifax

MARKET LAW & PROPERTY LAW

Wednesday 12 March
9.30am - 4pm ONLINE
via Zoom

Tuesday 25 March
12.30pm - 4.30pm ONLINE
via Zoom

FINANCE & OPERATIONS

Tuesday 8 April
9.30am - 4pm ONLINE
via Zoom

Tuesday 15 April
1pm - 4pm ONLINE
via Zoom

Tuesday 22 April
10am - 4pm ONLINE
via Zoom

London Diploma in Markets & Street Trading

COMMUNICATIONS & CREATING PARTNERSHIPS

Tuesday 4 March
10am - 4.30pm ONLINE
via Zoom

Tuesday 11 March
10am - 4pm ONLINE
via Zoom

MARKET LAW & PROPERTY LAW

Wednesday 12 March
9.30am - 12pm ONLINE
via Zoom

Wednesday 19 March
12.30pm - 4.30pm ONLINE
via Zoom

Tuesday 25 March
12.30pm - 4.30pm ONLINE
via Zoom

FINANCE & OPERATIONS

Tuesday 8 April
9.30am - 4pm ONLINE
via Zoom

Tuesday 15 April
1pm - 4pm ONLINE
via Zoom

Tuesday 22 April
10am - 4pm ONLINE
via Zoom

Accreditation

The formal NVQ Level 4 Diploma is accredited by the Institute of Place Management which is part of the Manchester Metropolitan University.



Course fee includes a one year membership of the IPM (worth £96)

Testimonials

Visit the Nabma website training page to read about what previous diploma students have said about their training experience.



Price

Nabma is keen to support officers in the market industry and continues to subsidize the cost of the diploma course, keeping the price substantially below the established industry standard.



Cost to Nabma Members £1,250 (plus vat) Non Nabma members £2,000 (plus vat)

For further information and to reserve your place visit www.nabma.com
or email: diploma@nabma.com Tel: Stephen Pickering 07756 326 022