

PUBLIC SECTOR APS6 TO EL1: MANAGEMENT ESSENTIALS WORKSHOP

**ESSENTIAL LEADERSHIP SKILLS
TO STRENGTHEN THE CONNECTION
BETWEEN STRATEGY & RESULTS**



**4 & 5
SEPTEMBER 2019**
CLIFTONS MELBOURNE

EXPLORE

- ▶ Address changing expectations facing management
- ▶ Translate strategic direction into definable outcomes
- ▶ Define and action efficiency gain in your team
- ▶ Align and incorporate your values into leadership vision
- ▶ Deliver to corporate outcomes
- ▶ Manage KPIs, set expectations and monitor outcomes
- ▶ Hit targets within set time and budget constraints
- ▶ Communicate across management and executive levels
- ▶ Exercise self-awareness to optimise your impact
- ▶ Understand the attributes of an authentic leader that inspires accountability
- ▶ Contribute to strategic planning and successfully implement operational strategies
- ▶ Proactively manage conflict, controversies and sensitivities to deliver outcomes
- ▶ Implement innovation and long-term efficiency gain

EXPERT FACILITATOR



Liz Tilley
Leadership Coach
Liz Tilley Coaching

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AND SAVE!**

\$700

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2 MAY 2019
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START YOUR LEADERSHIP JOURNEY!

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ABOUT THE EVENT

With a heightened focus on performance and results in the Australian Public Service, more is expected from emerging leaders in the APS6 to EL1 bands who often sit at the intersection of operations and strategy. In a turbulent operating environment that's characterised by instability, moving goalposts and change, many managers struggle to implement strategy and effectively 'manage for results.'

As an emerging leader, you must effectively bridge the gap between planning and action. You are also responsible for galvanising your teams to execute and implement a strategy. The 2015-16 APC State of the Service Review highlights APS employee engagement at just 45%, compared to the private sector at 72%. At the same time, while 89% of staff are experiencing change, only 47% are satisfied with how that change was communicated. As emerging leaders, you sit at the heart of this opportunity for efficiency gain.

This hands-on program is designed to give you the latest tools, techniques and practical frameworks to successfully manage for better results in today's fast-changing world. The program will connect theory with practice and over the course of the training, you will build a personal action plan to apply when you return to work.

WHO WILL ATTEND?

Most attendees will fall into the upper APS band (6) and EL1, in a variety of roles such as:

- ▶ Manager
- ▶ Assistant Director
- ▶ Team Leader
- ▶ Advisor / Senior Advisor
- ▶ Senior Policy Officer

YOUR FACILITATOR

Liz is an executive coach who empowers clients to overcome challenges, get greater clarity and focus around their goals, keep them accountable to reach their full potential. A skilled professional with over 25 years' experience across a broad range of sectors including corporate, state and federal governments, NGOs, and not-for-profits. A recognition of the stress and pain caused by conflict and its negative impact, motivated Liz to study conflict management. As a conflict management coach she helps people understand the neuroscience behind conflict to build their resilience and skills, so they can better deal with conflict in the future.



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Leadership Coach
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4 SEPTEMBER DAY ONE

MANAGING YOURSELF FOR RESULTS

Redefine your success - New competencies and capabilities

- ▶ Strategies to effectively step up and build your leadership skills beyond technical competency
- ▶ How to stay grounded while taking on greater leadership challenges
- ▶ What it means to be an 'agile' and 'authentic' leader

Expand your Emotional Intelligence (EQ)

- ▶ Evaluate your EQ level and identify opportunities for further growth
- ▶ Understand your EQ and its impact on personal and team performance
- ▶ Using the 'Third Space' to maximise your impact and effectiveness

MANAGING YOUR TEAM FOR RESULTS

Communicate with confidence and power to drive performance

- ▶ Identify your own communication style and learn how to work with differing communication styles
- ▶ Enable collaborative decision making in your team
- ▶ Harness the potential and performance to develop others

Streamline your decision making process

- ▶ Identify your goals and become an outcomes-oriented leader
- ▶ How to intervene when performance targets are off track
- ▶ Provide high direction and high support

5 SEPTEMBER DAY TWO

MANAGING UP FOR RESULTS

Managing up - Improve your influencing skills

- ▶ Understand the interest and influence of Senior Executives
- ▶ Communicate to all stages of the 'change curve'
- ▶ Effectively code-switch to influence and achieve buy-in from senior leaders

Predict your critical path - Projecting future outcomes

- ▶ Anticipate and establish priorities
- ▶ Strategic advice, problem solving and issues management
- ▶ Achieve outcomes by proactively managing conflict, controversy and sensitivities

TURNING INSIGHT INTO ACTION

Leading for results

- ▶ Enrich your learning experience through practical group discussion
- ▶ Brainstorm issues and strategies to address challenges
- ▶ Reality check! The bottom line on implementation

Create your personal plan to lead for results

- ▶ Individual reflection and planning to take the next step
- ▶ Identify and tackle strategy execution challenges
- ▶ Develop a focussed, yet flexible, strategy to guide your leadership development



Registration Information

Organisation Name

Address Suburb State Postcode

Booking Contact Information

Title Full Name Position Email Phone



Delegate Information

#	Title	Full Name or TBA	Position	Email
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				



Your Investment

Options (per person)

Qty

Value Plus Rate

Register and pay by 2 May

Super Saver Rate

Register and pay by 13 June

Early Bird Rate

Register and pay by 25 July

Standard Rate

Workshop	\$2295 + GST = (\$2524.50)	\$2595 + GST = (\$2854.50)	\$2795 + GST = (\$3074.50)	\$2995 + GST = (\$3294.50)
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Discounted off standard rates :	Save up to \$700	Save up to \$400	Save up to \$200	All Prices listed in Australian Dollars
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Group Discounts Available:	10% off Standard Rate Team of 3 - 4	15% off Standard Rate Team of 5 - 7	17% off Standard Rate Team of 8+
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TOTAL incl GST

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Note: Course materials, refreshments & lunches are included. Travel and accommodation are NOT included. Registration Options are per person only.



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Payment is required prior to attending this event.

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