

TRAINING SCHEDULE



MARCH - AUGUST 2018

● MANAGEMENT TRAINING

● LEADERSHIP DEVELOPMENT

● TEAM BUILDING WORKSHOPS

WHAT MAKES US DIFFERENT

We are there to support your learning and development every step of the way.

Unlike traditional training companies, we offer more than just a training day.

We believe training is an investment in your future, so we are passionate about ensuring you only enrol on courses that will help you achieve your goals.

After your training day, we'll be there to help you reinforce and embed what you've learned when you go back to work.

WHAT TO EXPECT FROM OUR COURSES

We have an excellent team of experienced facilitators to ensure maximum delivery outcomes are achieved for our clients. You can expect our courses and facilitators to be:

- 1 SELF DIRECTED**
Open communication and group based problem solving
- 2 LIFE EXPERIENCE**
Reflective learning opportunities
- 3 GOAL ORIENTATED**
The learning experience is linked to personal goals
- 4 RELEVANT**
Content relates to actual examples and their experiences
- 5 PRACTICAL**
Hands on problem solving relating the theory to the work context
- 6 RESPECTFUL**
Taking an interest in the individual and acknowledging their challenges and experiences

FLEXIBLE CONTENT AND DELIVERY

PUBLIC SCHEDULED COURSES

Enrol online any time to attend a public course at our purpose-built training facilities in central and convenient locations in Brisbane, Melbourne and Sydney.

IN-HOUSE AND TAILORED DELIVERY

All courses can be run on-site and customised to suit your learning goals. Plus, you can select the trainer that is the best fit for your organisation from our team of high calibre specialists.

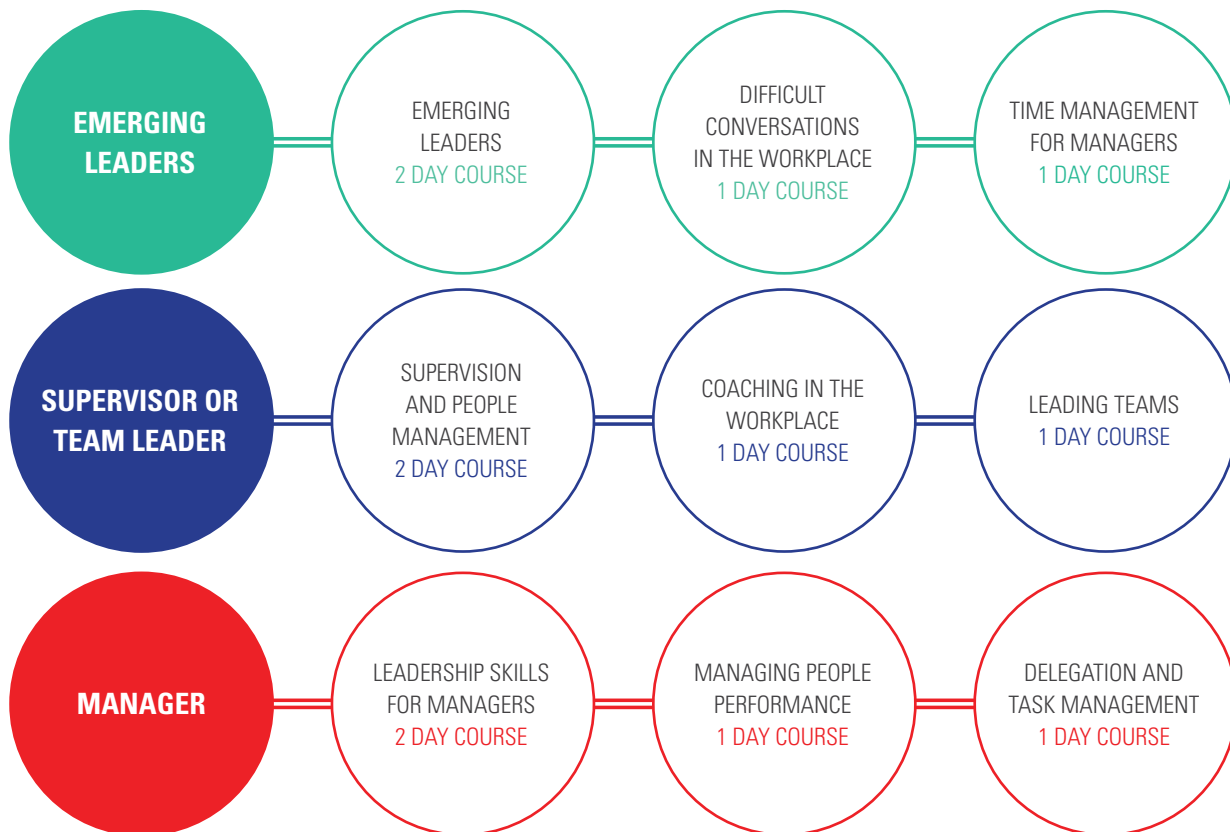
AUSTRALIAN COURSEWARE

Our courseware has been developed by us to be relevant to the Australian workplace, and it enable participants to revise their learning when they return to the workplace.

LEADERSHIP PROGRAM

Take a step towards the future you want to achieve.

Our pathways provide a simple guide to the core leadership skills individuals benefit most from developing at different stages of their management and leadership careers.



SUPPORT TOOLS INCLUDED FOR 2 DAY COURSES

All our 2 day Core Courses include the following support tools to help attendees and their managers embed the skills, knowledge and behaviours they learn back into their real everyday work life.

- » **Profiling** Online profile tools are completed by attendee
- » **Embedded Learning Guide** supplied to the Manager
- » **Personal Development Plan** based on goals completed by attendees
- » **Evaluation** of Learning Experience is completed by attendees
- » **Continue the Conversation** to support continued learning and reinforce key concepts, attendees will receive a series of interactive emails including videos, templates and challenges.

PROFILING

Profiling indicates how people are likely to approach problems, interact with others, and respond to the pace of an environment and its rules and procedures. The information provided about an individual's strengths, limitations, communication style and motivators can be highly beneficial for both individuals and their employers.

All our 2 day Core courses include participant's completing an online profile prior to the training and they are provided with a report in the training course.



360° Feedback



EIQ16
QUESTIONNAIRE



LEADERSHIP
POTENTIAL INDICATOR

LEADERSHIP AND MANAGEMENT TRAINING

COURSE	DAYS	BRISBANE	MELBOURNE	SYDNEY
Change Management	1 Day	29 Mar, 25 May, 26 July	11 Apr, 15 June, 14 Aug	In-house training available
Coaching in the Workplace	1 Day	19 Apr, 27 June, 28 Aug	23 Apr, 27 June, 24 Aug	20 Apr, 27 June, 29 Aug
Communication Skills for Managers	1 Day	13 Mar, 14 May, 11 July	15 Mar, 15 May, 11 July	13 Mar, 14 May, 19 July
Delegation and Task Management	1 Day	11 Apr, 7 June, 6 Aug	13 Apr, 14 June, 22 Aug	4 Apr, 1 June, 1 Aug
Difficult Conversations in the Workplace	1 Day	24 Apr, 22 June, 29 Aug	21 Mar, 14 May, 13 July	7 May, 5 July
Emerging Leaders	2 Days	1–2 Mar, 5–6 Apr, 1–2 May, 4–5 June, 2–3 July, 2–3 Aug	1–2 Mar, 3–4 Apr, 3–4 May, 4–5 June, 2–3 July, 2–3 Aug	5–6 Mar, 5–6 Apr, 3–4 May, 4–5 June, 2–3 July, 2–3 Aug
Emotional Intelligence	2 Days	16–17 Apr, 24–25 May, 19–20 July, 13–14 Aug	19–20 Mar, 18–19 Apr, 17–18 May, 18–19 June, 16–17 Aug	19–20 Apr, 18–19 June, 13–14 Aug
Employee Engagement and Motivation	1 Day	29 Mar, 29 May, 30 July	26 Mar, 30 May, 30 July	27 Mar, 21 May, 20 July
Leadership Skills for Managers	2 Days	9–10 Apr, 10–11 May, 11–12 June, 5–6 July, 13–14 Aug	5–6 Mar, 9–10 Apr, 10–11 May, 12–13 June, 9–10 July, 6–7 Aug	8–9 Mar, 9–10 Apr, 10–11 May, 7–8 June, 9–10 July
Leading Customer Service Teams	1 Day	30 Apr, 29 June, 30 Aug	16 Mar, 7 May, 4 July	13 Mar, 14 May, 12 July
Leading Teams	1 Day	22 Mar, 17 Apr, 15 May, 14 June, 18 July, 20 Aug	14 Mar, 6 Apr, 9 May, 7 June, 5 July, 8 Aug	19 Mar, 13 Apr, 10 May, 6 June, 6 July, 8 Aug
Maintaining Wellbeing	1 Day	16 Mar, 16 May, 12 July	23 Mar, 23 May, 16 July	1 Mar, 1 May, 4 July
Managing People Performance	1 Day	15 Mar, 18 May, 17 July	27 Mar, 31 May, 31 July	27 Mar, 31 May, 31 July
Supervision and People Management	2 Days	28 Feb–1 Mar, 26–27 Mar, 23–24 Apr, 31 May–1 June, 25–26 June, 23–24 July, 23–24 Aug	28–29 Mar, 26–27 Apr, 28–29 May, 25–26 June, 23–24 July, 27–28 Aug	22–23 Mar, 26–27 Apr, 24–25 May, 28–29 June, 26–27 July, 27–28 Aug
Time Management for Managers	1 Day	12 Mar, 13 Apr, 9 May, 15 June, 9 Aug	30 Apr, 27 June, 30 Aug	18 Apr, 20 June, 22 Aug



Capped class sizes



Hard copy workbook



eCertificate



Lunch and refreshments

CAN'T MAKE IT TO OUR COURSES? WE CAN COME TO YOU!

We have trainers in capital cities throughout Australia and travel to regional and remote locations to deliver tailored leadership training, and team building workshops on-site at your venue.

Learn more at leadershipdirections.com.au or call **1300 304 787** to discuss your learning goals.



TEAM BUILDING WORKSHOPS

To inspire transformation that sticks, team building initiatives must involve more than just a training day. Reinvigorate your team with a holistic approach that facilitates genuine behavioural change, enhance communication and fosters emotional intelligent team dynamics.

- 1 IDENTIFYING AND TAILORING TO YOUR LEARNING GOALS**

Prior to the workshop, our Learning and Development Consultant will discuss with you the changes in behaviour as well as knowledge and skills that you want to develop in your team.
- 2 INTERACTIVE INSTRUCTOR-LED TEAM WORKSHOP**

Our expert facilitators will encourage your people to open up while keeping them on track, sharing their relevant experience and facilitating positive behavioural change.
- 3 TEAM VALUES AND BEHAVIOURS FRAMEWORK**

The facilitator will guide team members through developing a framework that reflects what they consider important as a team. This includes values, behaviours and taboos.
- 4 PROGRAM EVALUATION**

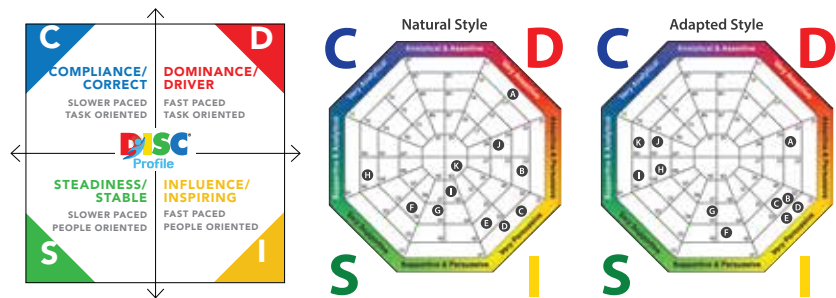
We include tools to help you achieve tangible and sustained benefits. Our accountability for the success of your program culminates in student feedback being provided. Debrief with our Consultant can be provided at the conclusion of the training if required.

TEAM BUILDING WITH DISC®

1 DAY TEAM BUILDING WORKSHOP

- » Take your team to the next level
- » Build group trust and rapport
- » Optimise performance and productivity

Using the DISC® Profile as a pivotal tool, this workshop motivates teams to work towards high performance and cohesion.



TEAM BUILDING WITH EMOTIONAL INTELLIGENCE

1 DAY TEAM BUILDING WORKSHOP

- » Improve team feedback skills
- » Help teams in trouble
- » Discourage damaging behaviours

This workshop builds team cohesion by highlighting how emotional intelligence cultivates trust and cooperation.

