



# Leadership Skills for Coordinators

**13th February 2020**

**Time: 9.30am - 3.30pm (Reg. from 8.30am)**

**Mulgrave Country Club**

**Wellington Rd & Jells Rd, Wheelers Hill**



## Critical Agendas

**Karen Stammers and Yvonne Willich** have been providing training to the education sector for over 20 years.

During this time they have researched the factors which contribute to effective leadership and co-operative team behaviour. Their primary training emphasis is in the area of improving communication and workplace performance and increasing job satisfaction.

Karen and Yvonne present training sessions jointly. The major advantage in this (which has become a highlight of their work) is that it allows them to role play the specific strategies which are being presented. It also allows for more one to one coaching and gives a variety of presentation styles. Prior to establishing Key Consultancy, they were statewide professional development consultants with the Department of Education. They have also worked within Workcare units to reduce teacher stress and assist teachers return to work.

Their final project within education was to successfully write and implement the 'Whole School Approach to Discipline'. Both Karen and Yvonne began their careers as classroom teachers. In addition to their training work, Yvonne currently practices as an organisational psychologist and leadership coach and Karen lectures in the education faculty at Victoria University.

### Program Description

This program is designed for leaders in a school who are responsible for a learning area, a year level, or a team of teachers. It will look at team accountability and dealing with individuals. It will also examine issues relating to performance and morale. The course is designed to help participants understand how middle level leaders in a school can influence and support teachers to achieve team outcomes.

*Specific content will include:*

- Understanding the roles and competencies of middle level leaders in education.
- Understanding your leadership style and the impact it has on others.
- Gaining co-operation and increasing ownership.
- Monitoring school standards of teaching and student interaction.
- Conducting professional conversations with the teachers in your team.
- Using feedback for the development of yourself and others.
- Managing conflicts with team members.

**Target Audience: Primary and Secondary teachers. 6 PD hrs**

**Book Now at [www.criticalagendas.com.au](http://www.criticalagendas.com.au) or via fax or mail**

**Postal address:**

P.O. Box 1427 Geelong 3220

Telephone: 1800 638 012

Fax: 1800 638 021

Email: [admin@criticalagendas.com.au](mailto:admin@criticalagendas.com.au)

A confirmation email will be sent to each applicant

**[www.criticalagendas.com.au](http://www.criticalagendas.com.au)**

**COST: \$299 + GST**

*Cost includes: Program, any issued notes, participation certificate, morning tea and lunch.*

### REGISTRATION FORM

(May be photocopied)

Please complete and fax to 1800 638 021  
or email to [admin@criticalagendas.com.au](mailto:admin@criticalagendas.com.au)

Name/s (Capitals please!)

1: \_\_\_\_\_ Mob: \_\_\_\_\_ Email: \_\_\_\_\_

2: \_\_\_\_\_ Mob: \_\_\_\_\_ Email: \_\_\_\_\_

3: \_\_\_\_\_ Mob: \_\_\_\_\_ Email: \_\_\_\_\_

4: \_\_\_\_\_ Mob: \_\_\_\_\_ Email: \_\_\_\_\_

5: \_\_\_\_\_ Mob: \_\_\_\_\_ Email: \_\_\_\_\_

Please specify any special dietary needs: \_\_\_\_\_

School / Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Sub/Town: \_\_\_\_\_ Postcode: \_\_\_\_\_

Ph: \_\_\_\_\_

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**13th February 2020**

**Mulgrave Country Club - Wellington Rd & Jells Rd,  
Wheelers Hill**

ABN 14 693 026 465

**6 PD hrs \$299 + GST**

**BOOKING CONDITIONS** No applications for this program will be accepted after all vacancies have been filled. Unsuccessful applicants will have their monies refunded in full. Cancellation prior to two weeks before the program date (cut-off date) will incur a 15% service charge per applicant. This program will be payable in full for cancellations made on or after the cut-off date or for failure to attend the program. All cancellations must be in writing and emailed to us. In the event of insufficient applications this program will not proceed and registration monies be fully refunded. In the event of this program being cancelled due to unforeseen circumstances registration monies only will be refunded as Critical Agendas will not accept liability for the payment of any other associated costs. Critical Agendas reserves the right to vary the advertised programs prior to commencement.

Purchase Order No.

(REQUIRED if wishing to be invoiced): \_\_\_\_\_

Name of Contact for invoice: \_\_\_\_\_

Contact Email: \_\_\_\_\_

OR Enclosed is payment for \$ \_\_\_\_\_ payable to CRITICAL AGENDAS

or please debit my ☐ Mastercard ☐ VISA

Card Number:

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Name on Card: \_\_\_\_\_

Exp Date: \_\_\_\_\_ Signature: \_\_\_\_\_