



Tailored for Outdoor Workers

**A LEADERSHIP  
LEARNING PROGRAM**  
for supervisors and  
team leaders

## About the program

This program has been tailored specifically for outdoor workers and is being offered again in 2018. The program content has been adapted to ensure it is relevant to outdoor workers and the duties they perform.

## Who should attend

Outdoor workers who are new or with limited experience in a supervisory role, have no previous formal leadership training and want to extend and update their leadership skills or are interested in moving into a supervisory role in the future.

## Program details

### Series 1

- Day 1 - Tuesday 20 March
- Day 2 - Tuesday 24 April
- Day 3 - Tuesday 22 May
- Day 4 - Wednesday 20 June

### Series 2

- Day 1 - Tuesday 7 August
- Day 2 - Tuesday 11 September
- Day 3 - Tuesday 9 October
- Day 4 - Tuesday 20 November

All sessions will be held at the LGPro office at level 3/58 Lorimer Street, Docklands from 8.30am-4pm.

## Overview

The LGPro Ignite program is a leadership learning path for new supervisors, team leaders and coordinators in Local Government across Victoria. Launched in 2007, the program has been an outstanding success with more than 400 participants from across the state having graduated.

The focus of the program is to enable those who have limited experience in managing and leading people to develop the competencies required to be successful in their role while supporting an effective transition. The role of a new supervisor, team leader or coordinator is as much about leading people as it is about managing the delivery of a service. While new leaders are often technically competent, many have had limited opportunity to develop the critical skills needed for leading and managing people. The importance of developing these qualities for people in these roles is critical and cannot be underestimated.

Working with a group of managers and directors with responsibility for outdoor activities within Local Government, this program has been adapted and tailored to support the needs of outdoor workers.

## Key benefits

Acquire key skills for managing the performance of teams

- Explore the many challenges faced by team leaders and supervisors in Local Government
- Refine skills and gain additional support in skill gap areas by working with qualified professional development coaches
- Clearly define goals and expectations in direct consultation with one up managers
- Improve critical interpersonal skills for engaging and leading people
- Encourage new managers to be leaders

## Participant profile

The program is designed specifically for outdoor workers within Local Government from metropolitan, interface and regional Councils across Victoria. The typical program participant will be in, or is to be appointed to an entry-level supervisory team leader or coordinator role and have limited experience, or needs to extend their skills in managing or leading teams.

If you would like to discuss whether the Ignite program is right for you or your staff, please contact LGPro on (03) 9268 6400 or email [pd@lgpro.com](mailto:pd@lgpro.com)

## Program cost (inclusive of GST)

[Cost includes attendance at all four workshops including all course materials and coaching sessions]

SMALL  
COUNCIL

\$2,745

MEDIUM  
COUNCIL

\$2,970

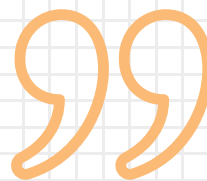
LARGE  
COUNCIL

\$3,200

# Program structure

DAY 1	DAY 2	DAY 3	DAY 4
What type of leader are you?	Coaching & performance based conversation skills	Walking your talk: your values at work	The way forward: accountable leadership
What the experts say about Leadership • Social styles • Qualities of leadership, where do I stand? • What are our strengths and how do we build on them?	Communication for effect • Engaging staff in the team's work • Conversations that matter • Facilitating engaging meetings	Reflection on coaching conversations the field: • My values at work - what are they and why are they important to me? • Values based team leadership • Walking my talk as an organisational leader • Above and below the line behaviours: acting with integrity	Bringing it all together • Goal setting

**Individual Coaching sessions:** participants will bring live problems and scenarios based on their leadership development goals and they will be supported to work through these with one on one coaching support.



*The Ignite program taught me a lot about myself and the importance of shared goals and vision. I deal with people a lot differently now. I look for the assets in individuals. I now try to focus on the solutions rather than the problem, using a solutions focused approach*

**Nicole Hunter, community development officer, Knox City Council**

# 2018 REGISTRATION FORM

Please indicate your Series preference

**LGPRO IGNITE FOR OUTDOOR WORKERS SERIES 1 - COMMENCING TUESDAY 20 MARCH 2018**

**LGPRO IGNITE FOR OUTDOOR WORKERS SERIES 2 - COMMENCING TUESDAY 7 AUGUST 2018**

Cost includes attendance at the four days of the program, course materials and GST.

**SMALL COUNCIL - \$2,745**

**MEDIUM COUNCIL - \$2,970**

**LARGE COUNCIL - \$3,200**

PARTICIPANT NAME:

COUNCIL:

POSITION:

ADDRESS:

POST CODE:

TELEPHONE:

MOBILE:

EMAIL:

DIETARY REQUIREMENTS:

PLEASE TICK IF YOU HAVE ANY SPECIFIC NEEDS RELATING TO MOBILITY, COMMUNICATION, ACCESS OR ANY OTHER NEEDS THAT WILL REQUIRE PARTICULAR ARRANGEMENTS OR ASSISTANCE TO ENABLE YOU TO FULLY PARTICIPATE.

PLEASE PROVIDE US WITH A DESCRIPTION OF THE ARRANGEMENTS OR ASSISTANCE REQUIRED:

IF YOU OR WE NEED FURTHER INFORMATION WOULD YOU BE HAPPY FOR AN OFFICER FROM OUR ORGANISATION TO CONTACT YOU TO DISCUSS NECESSARY ADJUSTMENTS TO ENSURE YOUR NEEDS ARE MET ON THE DAY OF THE EVENT? Y  N

## PAYMENT

TOTAL FEES PAYABLE \$

DEBIT MY:  MasterCard  Visa

CARD NO:

EXPIRY DATE:

CARDHOLDER NAME:

SIGNATURE:

PAYMENT CONTACT NAME:

PAYMENT CONTACT EMAIL:

OR PAYMENT BY:  Cheque  EFT  Invoice (please provide a purchase order number and an invoice will be issued on receipt):

EFT DETAILS: BSB 083 004 Account No. 6754 33701 Account Name Local Government Professionals

EMAIL: pd@lgpro.com POST: Local Government Professionals Inc. Level 3/58 Lorimer Street, Docklands Vic 3008 ABN 74 723 619 392

**Cancellation Policy:** LGPro is your member, not for profit association and all money generated is used to develop quality professional development activities and services. Our events and programs are budgeted on a minimum number of attendees so providing us with sufficient notice if you cannot attend is imperative to the success of all of our events.

The following will apply for any cancellation:

More than 14 days prior to commencement of program - full refund or amount used as a credit towards another event/program

- 7 - 14 days prior - 50% refund
- 1 - 7 days prior - no refund

A substitute participant is welcome to attend. All cancellations and substitutes must be received in writing to LGPro ASAP.

Connect with us at LGProVIC

