Training program

The Centre for Excellence in Child and Family Welfare presents:

Management skills for new team leaders

Friday, 27th February 2015

Friday, 27th November 2015

Develop the skills you need to transition into a leadership role. Designed for participants new to the Team Leader/ Manager role in the community services sector, or those seeking these roles

Aim of training

The aim of this workshop is to help participants develop skills and confidence in their transition into a leadership role within their organisation. There can be many challenges faced in this process, including establishing a new way of relating to former colleagues and understanding what the expectations are of being responsible for a team.

Learning outcomes

At the completion of this program you will be able to:

- Understand the difference between the different roles of a manager/team leader
- Manage dual roles with the team where the team leader also has a case load
- Renegotiate boundaries with former colleagues
- Establish new supports for themselves
- Chair a meeting
- Leading groups through periods of change

Target audience

This session is relevant for people who are new to a team leader or manager role, seeking to move into such a role, and those who would like to continue to develop their skills in this role. This training is suitable for people working in the community services sector or related fields.

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Facilitator

Matthew Berry - is a registered supervising psychologist with a background in the D&A sector, having experience working with youth, adult, dual diagnosis and forensic populations in both community-based and residential settings. An experienced trainer, lecturer and group facilitator, Matthew delivers sessions around Supervision, Motivational Interviewing, Solution-Focused Therapy, Coaching and Mentoring, Work-Life Balance, Contentment, Depression, Stress and Anxiety. His style aims to be interactive and challenging, with an emphasis upon applied knowledge and real-life use of the skills and concepts shared.

Caraniche Pty Ltd established in Melbourne in 1993, has a long and well-respected history as a deliverer of counselling, critical incident stress management, employee assistance programs, training, drug and alcohol services, clinical and student supervision and case management services to private, government and non-government organisations.

Topics covered

- The role of the manager, leader and supervisor
- Transitioning into leadership roles
- Boundaries and self-care
- Understanding team dynamics
- Principles of leadership
- Basics of leading a group through change and challenging times
- Managing groups and meetings

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Centre for Excellence in Child and Family Welfare Inc.

Training program

The Centre for Excellence in Child and Family Welfare presents:

Dates & times:

Friday, 27th February 2015
Friday, 27th November 2015
9.00am to 4.30pm

Venue:

Centre for Excellence in Child and Family Welfare
Level 5, 50 Market Street
Melbourne Vic 3000
(cnr Flinders Lane and Market Street)
Phone: 9614 1577
Fax: 9614 1774
Email: training@cfecfw.asn.au

Following is a link to a map of the Melbourne CBD
http://www.ripefruit.com/melbourne/sights/images/map_melbourne.jpg

Public transport

Flinders Street and Southern Cross train stations are a 10-15min walk to the Centre.

Parking

The closest 'Early bird' all day parking is available at map reference G12, F12, and H13 on the above map.

Cost

$285.00 incl GST for Members
$340.00 incl GST non-Members
Morning/Afternoon Tea and lunch provided

Please note: payment is required prior to the training date

Registration

To ensure your place please register at least two weeks before the course by completing the enrolment form link

Cancellations and Refunds

Cancellation policy: We will issue a full refund if we cancel the course or reschedule the course.
Withdrawal: Participants who withdraw: more than 7 days before course commencement receive a full refund minus $50 administration fee; less than 7 days prior to the agreed start date – no refund.
Course transfer: Course transfers may be made if vacancies exist. All course transfers will incur a 20% fee. No transfers can occur less than 7 days before course commencement.
Extenuating circumstances: Apply in writing, attaching any relevant documentation, such as medical certificate. Application for special consideration does not guarantee acceptance.