

# Public Sector Leadership Level 1: Emerging Leaders & Managers Toolkit

3 - 4 Apr | Hobart



## Essential leadership capabilities to step up and advance your career

- Understand your strengths, values and leadership style
- Learn the art of clear, confident communication
- Tools to effectively manage and lead through challenges and change
- Develop your personal action plan for future success

### THE AGENDA

#### Day 1

3 APR | 9:00 - 4:30

- Capabilities and attributes of an effective leader
- Fundamentals of Emotional Intelligence (EQ)
- Effective decision-making in complex environments
- Communicate with new purpose

#### Day 2

4 APR | 9:00 - 4:30

- Manage work through others - The importance of delegation in team development
- Adaptive leadership in times of disruption and change
- Stakeholder engagement
- Review key learning points and build your action plan

### YOUR FACILITATOR

Michelle is a highly experienced director, facilitator, coach and change manager, and is currently Director of Leadership and Change Consultants Pty Ltd. She has built her consulting work on her ability to work with a diverse group of people, concepts, communities and organisations. Michelle's background is in leadership, governance, advocacy and policy across health, VET, housing, community and capacity building in the community, government and private sectors. She is influenced by a strong commitment to working with businesses and individuals to realise their potential and to make a difference.

Michelle Swallow  
Director

Leadership and Change Consultants Pty Ltd



### GROUP DISCOUNTS

3 - 4 Attendees

**10%**

5 - 7 Attendees

**20%**

8 - 9 Attendees

**25%**

10+ Attendees

**30%**

### BOOK NOW AND SAVE

Rapid Action

**Save \$1000**

Ends 8 Dec

Value Plus

**Save \$750**

Ends 17 Jan

Super Saver

**Save \$500**

Ends 1 Feb

Early Bird

**Save \$250**

Ends 23 Feb

Call +61 2 8239 9711 Priority Code - I

## 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				

## Pricing

Ends 8 Dec

**Rapid Action**  
Save \$1000

\$1999 +gst = \$2198.90

Ends 17 Jan

**Value Plus**  
Save \$750

\$2249 +gst = \$2473.90

Ends 1 Feb

**Super Saver**  
Save \$500

\$2499 +gst = \$2748.90

Ends 23 Feb

**Early Bird**  
Save \$250

\$2749 +gst = \$3023.90

**Standard Rate**

\$2999 +gst = \$3298.90

**GROUP DISCOUNTS**

3 - 4 attendees  
**10%**

5 - 7 attendees  
**20%**

8 - 9 attendees  
**25%**

10+ attendees  
**30%**

No. of Attendees

Total incl. GST

**Conditions:** Group Discounts apply for bookings made simultaneously. Only one discount applies. Group discounts apply to standard rates only. Group discounts are not applicable to Rapid Action, Value Plus, Super Saver and Early Bird rates. Discounts cannot be applied retrospectively and must be claimed at the time of booking. Liquid Learning Group reserves the right to have sole discretion on an organisation's eligibility for discounts.

**Note:** All prices listed in Australian Dollars. Course materials included. Registration Options are per person only.

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Cheque (payable to Liquid Learning Group Pty Ltd)

Electronic Funds Transfer

Please invoice me:

Purchase Order No. #

**Credit Card Details - Please charge my credit card for this registration:**

Card Type  Visa  MasterCard  American Express

**Note: 2% surcharge applies to American Express payments**

Card Number             Expiry  /

CVV    Full Name as on card

Cardholder's Contact Number

Signature

X

**Electronic Funds Transfer (EFT)**

Please transfer funds directly to:  
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BSB: 032 002  
Account No: 407 273  
SWIFT Code: WPACAU2S

Amount

Please quote ref GOVL0424A - H and registrant name

## Authority

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Name Position Phone

Email Signature Date

X

Email this form to: [registration@liquidlearning.com.au](mailto:registration@liquidlearning.com.au) or Call us on: +61 2 8239 9711

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