

# APS 5-6 WOMEN'S LEADERSHIP WORKSHOP

POWERFUL SKILLS, INSIGHTS AND INSPIRATION TO BOOST PERFORMANCE AND PROGRESSION FOR ESTABLISHED, EMERGING AND ASPIRING WOMEN LEADERS

28 - 29  
JUNE 2021

ONLINE DELIVERY

## EXPLORE

- ▶ Explore women's leadership in the Australian Public Service
- ▶ Recognise and manage your inner critic voice and how to develop your inner mentor
- ▶ Understand and develop your Emotional Intelligence (EI)
- ▶ Practise resilience and authenticity through times of change
- ▶ Stakeholder engagement and management
- ▶ Communicate with influence, strategy and negotiation skills
- ▶ Conflict management, internal and external
- ▶ Develop a personal action plan for success

## EXPERT FACILITATOR



Liz Tilley  
Leadership Coach  
Liz Tilley Coaching

BOOK  
BEFORE  
9 MARCH,  
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## VIRTUAL EVENT

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## ABOUT THE EVENT

Transformations in the Australian Public Sector have unlocked new and exciting opportunities for emerging women leaders to step up into senior executive roles. To successfully navigate this complex and ever-changing environment, leaders must possess keen insight into the internal and external challenges facing the sector, but also a clear understanding of themselves and the impact they have within their team, and the broader organisation.

Aspiring leaders in this environment must display reflective thinking, self-awareness, planning and strategy, but also the confidence and courage to put themselves forward for new opportunities.

This workshop will equip women with the tools and practical knowledge to build confidence in their leadership abilities and to best position themselves for career advancement. This hands-on, interactive learning session has been designed with both current and emerging leaders in mind. It aims to equip participants with a practical leadership plan they can use to navigate a successful career and advance to senior levels.

## TRAINING DELIVERY AND PRE-COURSE QUESTIONNAIRE

This workshop will be delivered using a three tiered approach. The structure of each session is as follows:

1. Technical overview and review of research into the topic area under discussion
2. Practical application of management principles in the review of case studies, worked examples and interactive exercises
3. Discussion of outcomes and implementation issues

Workshop participants will have the opportunity to include comments and questions about issues outlined in the program by way of a pre-course questionnaire. This feedback will enable the course facilitator to adjust content accordingly. The workshop has limited places to allow for customisation, greater interactivity and for individual concerns to be addressed.

## DAY ONE

### Managing your inner critic

- ▶ Recognise and manage your inner critic voice
- ▶ Strategies for controlling self-doubt
- ▶ Finding the mentor within
- ▶ The foundations of your emotional self-regulation toolkit

### Understanding your own leadership style

- ▶ Build self-awareness of leadership traits and how they align with organisational goals
- ▶ Developing a 'leadership at every level' mindset
- ▶ Recognise demands of leadership and the expectations of your organisation
- ▶ Embracing your diverse and inclusive leadership style

### Leading with Emotional Intelligence (EI)

- ▶ Evaluate your EI level and identify opportunities for further growth and development
- ▶ Understand your EI and its impact on the way you are perceived as a leader
- ▶ Leverage your emotional intelligence in the workplace
- ▶ Embrace qualities of empathy and understanding to become a better leader

### Practising resilience and authenticity through times of change

- ▶ Techniques to maintain resilience
- ▶ Trust your intuition and step outside your comfort zone
- ▶ Recognise and overcome hurdles to change

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## DAY TWO

### Communicating with influence

- ▶ Understanding different communication styles
- ▶ How to talk about the issue not the person
- ▶ Non-verbal skills to communicate with authority
- ▶ Building your personal leadership brand

### Strategy and negotiation skills

- ▶ Strategies to develop positive and assertive communication and relationships
- ▶ Develop effective coaching skills and 'conversational intelligence'
- ▶ Effective techniques of persuasion and negotiation
- ▶ Understand the nature of conflict and why it exists

### Stakeholder engagement and management

- ▶ Manage stakeholder relationships to achieve agency goals
- ▶ Identify and meet stakeholder needs and expectations
- ▶ Develop effective relationships with stakeholders
- ▶ Maintain strong internal and external networks

### APS 5-6 Women's Leadership think-tank

- ▶ Wrap up discussion on key themes and your career action plan
- ▶ What will you do differently as a result of this program?
- ▶ How to stay on track when other priorities demand attention

## WHO WILL ATTEND?

Aspiring, emerging and existing women leaders across all disciplines and departments throughout the Public Sector, including:

- ▶ APS 5-6
- ▶ Officers
- ▶ Senior Officers
- ▶ Principal Officers
- ▶ Advisors
- ▶ Senior Advisors

## YOUR FACILITATOR

Liz is an Executive Coach and Facilitator who specialises in working with women who want to play bigger in their lives. She brings to her work a breadth of experience in the corporate, government and not-for-profit sectors helping women to build skills and techniques to enable them to overcome self-doubt and accelerate their personal and professional journeys. Liz works to empower clients to reach their full potential, overcome challenges and get greater clarity and focus around where they want to be and how they can get there. She is also a conflict management coach, helping clients to address conflict, understand the dynamics behind it, and build their conflict resilience.



**Liz Tilley**  
Leadership Coach  
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## WORKSHOP SCHEDULE

- 8.30 - 9.00 Sign in
- 9.00 - 10.40 Session One
- 10.40 - 11.00 Morning Tea
- 11.00 - 12.30 Session Two
- 12.30 - 1.30 Lunch
- 1.30 - 3.00 Session Three
- 3.00 - 3.20 Afternoon Tea
- 3.20 - 4.30 Session Four
- 4.30 Close of Workshop

