

# PUBLIC SECTOR LEADERSHIP LEVEL 1: EMERGING LEADERS & MANAGERS TOOLKIT

MASTER ESSENTIAL LEADERSHIP  
CAPABILITIES TO STEP UP & EXCEL YOUR  
LEADERSHIP JOURNEY

22 - 23  
SEPTEMBER

ONLINE DELIVERY

## EXPLORE

- ▶ Identify & develop your capabilities as a confident & successful leader in state & federal Government roles
- ▶ Maximise skills to become an authentic leader & communicator
- ▶ Leverage your Emotional Intelligence (EQ) to lead in a VUCA world
- ▶ Career planning & pathways in state & federal Government roles

## EXPERT FACILITATOR



**Natalie Lincolne**  
Strategic Performance Consultant  
Incredible People

BOOK  
BEFORE  
15 JULY,  
SAVE  
**\$400**



## VIRTUAL EVENT

Attend from anywhere!

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## ABOUT THE EVENT

Ongoing transformation within the Government has created a greater need for cross-agency collaboration. As such, aspiring and emerging leaders are now required to undertake work of a more complex nature, operating in a collaborative and strategic manner to meet whole of government objectives for effective engagement with senior leadership.

This hands-on workshop will provide you with an opportunity to enhance core skills and explore the emerging leadership capabilities required for effective leadership within Government. You will delve into practical strategies to help you lead productive teams, improve decision-making, increase collaboration between state and federal government departments and develop key skills for stakeholder engagement.

## 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

### **Delve into the differences between technical management and people leadership**

- ▶ Explore common leadership challenges
- ▶ 5 simple rules for leadership success
- ▶ Identify the right mindset - what stays and what goes

### **Practical exercise - The core leadership capabilities self-assessment**

- ▶ Capabilities and attributes of an effective leader
- ▶ Identify your core values and goals
- ▶ Establish the importance of balancing capabilities over your career

### **Learning leadership capabilities**

- ▶ Why continuous learning is necessary in a VUCA world
- ▶ How to become learning-agile
- ▶ Leverage your leadership skills to better motivate and engage your team

### **The importance of self-awareness**

- ▶ Understand the link between self-awareness and leadership success
- ▶ Explore your EQ and its impact on the way you are perceived as a leader
- ▶ Embrace qualities of empathy to become a compelling and inspiring leader

## WHAT OUR DELEGATES ARE SAYING



*“Fantastic initiation to leadership/management with some real practical tools to take back and implement in the workplace. Extremely motivating and thought-provoking. Has Given me an insight into how leadership/management skills influence the workplace ”*



## DAY TWO

### Communicate with purpose - Understand the power of why

- ▶ Knowing and sharing your vision
- ▶ Cultivate assertiveness and know when to say no
- ▶ Sharpen your leadership posture

### Manage work through others - The importance of delegation in team development

- ▶ Identify and monitor changes that impact your work environment
- ▶ How to set achievable, manageable and measurable goals
- ▶ Drive team capacity through coaching and performance feedback

### How to deal with complex issues - Making the 'right' decision

- ▶ Handling difficult conversations - 'red flags' to avoid
- ▶ Empower collaborative decision making in your team
- ▶ Construct a strategy to master tough conversations

### Stakeholder engagement

- ▶ Identify and gain access to influencers
- ▶ Learn to trust your initiative and judgement
- ▶ Maintain strong internal and external networks

### Practical exercise - Review self-assessment and key learning points

- ▶ Identify the next steps for leadership development

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## WHO WILL ATTEND?

Aspiring & emerging leaders across all disciplines & departments throughout the Australian Government:

- ▶ Federal
- ▶ State
- ▶ Local

In roles & bands, including:

- ▶ Officers
- ▶ Team Leaders
- ▶ Senior & Principal Officers
- ▶ Grades 9-10
- ▶ VPS 5-6
- ▶ PSGO 5-6
- ▶ AO 5-6
- ▶ ASO 5-6
- ▶ APS 5-6

## YOUR FACILITATOR

Natalie has over 20 years' experience and a wide range of skills and experience in driving improved organisational performance. Her passion is to partner with leaders who want to improve employee engagement, performance and productivity so that great talent is motivated and retained. Natalie has been working and consulting in the public sector (WA state, local and federal) since 2008, having transitioned from corporate senior management roles (NAB, Ansett). Natalie also works as a leadership coach and strategic facilitator in her own business and undertakes pro bono work in several not-for-profit organisations.

Natalie has particular strengths in working with CEOs and executives undertaking large human resource consulting projects underpinning organisational transformation, including providing services in organisational review, job design and evaluation, culture change, executive search and recruitment. In addition, Natalie has substantial experience in facilitating workshops and assessments relating to leadership and team performance, has established organisational KPIs and undertaken numerous CEO performance reviews in local government and not-for-profit organisations.



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