



Write-Ink

Building A Winning Team

For Principals, AP's, Coordinators, Team Leaders

It's not as easy as it looks. It's not just about setting out tasks, goals, objectives and plans and then letting the team get on with it. It's so much more—on a continual basis. It's about inspiration, leadership, congruence, application, support and a keen and innate sense of humanity and how people are likely to act and react.

Discover and/or develop the skills set you need to not only be a good team builder and leader, but to be a great leader, respected and honoured by all.

For Principals, AP's:

When the buck stops, it stops with you, and if your team is constantly bickering, pulling in different directions, speaking to media sources, liaising with families and other stakeholders, and they are not supporting you or the school's ethos, then only trouble will follow. A divided school is a diseased school. And in schools, forming and developing a cohesive and supportive team can be impossible—everyone's an expert, everyone has their own barrow to push. But there are strategies that can overcome these difficulties so that your team can forge ahead into an unstoppable force.

For Coordinators, Team Leaders, Heads of Groups:

The successful development of your team is paramount in the formation of a solid supportive school voice. If your team is falling apart, then the whole school suffers, and your name becomes sullied by association. Objectively assessing the strengths, weaknesses, failures and successes of your team will result in a cohesive effort where everyone is moving in the same direction—and the whole school benefits as a result.

Cost:

\$195 per person. Includes Morning Tea, Lunch, CD with contacts, lists, team building exercises, psychometric testing links and more.

Certificate of Attainment presented upon completion.

A Must BE THERE Seminar

Program

◆ 8.30—9.00 Registration

◆ 9.00—10.00 Session I

- Introduction
- Reasons for Team Building—3 Pitfalls to Avoid
- School Politics— the damaging repercussions
- Determining Core Team Issues
- Establishing Team Norms
- Out-of-School Influences
- Team Member Qualities—Everyone has a place

◆ 10.00—10.15 Morning Tea

◆ 10.15—12.00 Session II

- Improving Communication
- Identifying and Utilising Strengths
- Public Image & Perception
- Peer Image & Perception
- Improving Productivity
- Effective Collaboration

◆ 12.00— 12.30 Lunch

◆ 12.30— 2.00 Session III

- The Importance of Self-Regulatory Groups
- Developing Interpersonal Skills
- Engendering Trust & Cooperation
- Distribution of CD. Useful tips; Free e-books and lists. Certificates
- Acknowledgements

Seminar Registration Form: ABN: 8946 721 5542
Please FAX back to: 6297 0606

Name/s:.....
 School.....
 Address:.....
 #of Persons Attending:.....
 Contact Ph:.....
 Payment Method: Visa / Mastercard / School Tax Invoice
 Credit Card #.....Exp Date.....
 Signature:.....
 Email:.....

Where: Queanbeyan Kangaroo Rugby League Football Club
Stuart Street Queanbeyan.
Acacia Room
When: Wednesday 17th Feb 2010
Time: 8.30am—2.00pm

Contact person: Adele Sims
0448 091 299
Phone: 02 6297 0606
Fax: 02 6297 0606
E-mail: support@write-ink.net

N.B: Payment must be received at least 5 days before the course date. All payments are GST inclusive.