Australia Global Alumni >



Laos Australia Institute

Women in Leadership/ Learning Circles for Executive Women

30, 31 March & 1 April 2023

Program Guidelines

A course for Australian Alumni Women



Australian Aid 🔶

Women in Leadership / Learning Circles for Executive Women

This program is to be ongoing and sustainable. It will begin with the Women in Leadership Retreat, built on the Effective Leadership Program. This will be extended to include the first stages of establishing the Learning Circles for Executive Women program.

The Effective Leadership program is an introduction to a range of models, theories and practices that are acknowledged as critical to leading effectively at a team level. It forms the basis for individuals to begin exploring and further developing their own leadership style grounded in best practice leadership behaviours.

The retreat will include detailed information in regard to the intent, coordination and desired objectives of the Learning Circles. By the end of the retreat participants will have a solid understanding of the concept, groups will have been formed and dates set for the first meetings.

30 Mar - 1 April 2023



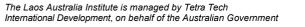
Expected outcomes

Participants will be able to:

- Describe their own leadership style
- Understand Emotional Intelligence
- Develop coaching skills
- Understand and communicate the alignment between the achievement of organisational goals and objectives and personal career aspirations
- Establish realistic and understandable goals for the workplace and for each Learning Circle
- Share their ideas, issues and experiences in a safe environment

Inclusions:

- Transport to and from Vientiane to Vang Vieng
- Accommodation and all meals
- Per diems
- Course materials





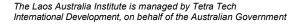




lessons learned canvas

DAY1 – 30 Mar PROGRAM OUTLINE

Time	Item / Activity	Notes
08:45 - 09:00	Registrations	LAI
09:00 – 09:10	Welcome, brief introduction	lain Calman, HRD Advisor, LAI
09:10 - 09:30	Opening Remarks GoL Representative	ТВС
09:30 – 09:50	Opening Remarks DFAT	ТВС
09:50 - 10:20	Coffee break and photos	Participants & guests
10:20 – 10:30	Overview of program	lain Calman
10:30 – 11:30	Icebreaking activity – 2 Truths and 1 Lie	Katalyst
11:30 – 12:15	Activity - describe someone you have enjoyed working with, colleague, boss, professionally or voluntarily.	All participants
12:15 – 13:15	Lunch	All participants
13:15 – 14:30	Outdoor team building activity	Katalyst
14:30 – 15:15	Activity – Difference between Leadership & Management	All participants
15:15 – 15:30	Afternoon Tea	All participants
15:15 – 15:30	Debrief Activity – Difference between Leadership & Managment	lain Calman Katalyst
15:30 – 16:30	Emotional Intelligence (EQ)What is EQ?Why is it worth understanding	lain Calman Katalyst









DAY 2 – 31 Mar PROGRAM OUTLINE

Time	Item / Activity	Notes
08:45 – 09:30	Reflections from Day 1	lain Calman Katalyst
09:30 – 10:15	Activity – Categorise leadership descriptors as either IQ or EQ	All participants
10:15 – 10:30	Morning Tea	All participants
10:30 – 11:15	Activity – 1.What motivates you 2. Write a definition of motivation	All participants
11:15 – 11:40	Maslow's Hierachy of Needs	lain Calman Katalyst
11:40 – 12:00	Goals – Difference between Outputs & Outcomes	lain Calman Katalyst
12:00 – 13:00	Lunch	All participants
13:00 – 14:00	Team building activity	Katalyst
14:00 – 14:45	SMART Goal Explanation and Activity	lain Calman Katalyst
14:45 – 15:15	Situational Leadership	lain Calman Katalyst
15:15 – 15:30	Afternoon Tea	All participants
15:30 – 15:50	John Addairs Action Centred Learning Model	lain Calman Katalyst
15:50 – 16:30	Case Study	lain Calman Katalyst
16:30 – 16:45	Wrap up	lain Calman Katalyst



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DAY3 - 1 Apr PROGRAM OUTLINE



Time	Item / Activity	Notes
08:45 – 09:15	Reflection on Day 2	All participants
09:15 – 09:45	Coaching Behaviour	lain Calman
09:45 – 10:00	Introduce the Learning Circles Concept	lain Calman
10:00 – 10:15	Morning Tea	All participants
10:15 – 11:00	Form Learning Circle Groups	lain Calman
11:00 – 11:45	Rules of Engagement for Learning Circles	lain Calman
11:05 – 12:00	GROW Model	lain Calman
12:00 – 13:00	Lunch	All participants
13:00 – 13:45	Activity – each group to establish GROW Goal(s) for their Circle	All participants
13:45 – 14:45	Each Group to present their GROW Goal(s) And ideas for their first session	All participants
14:45 – 15:00	Explanation of 6 week half day meeting	lain Calman
15:00 – 15:15	Afternoon Tea	All participants
15:15 – 16:00	Activity – Where have i come from – where am I going	All participants
16:00 – 16:30	Next steps and wrap up	lain Calman
16:45	Depart for Vientiane	All participants

Please note there may be some adjustments to the above outline depending on further consultation to ensure alignment with training and development needs.



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Questions?

If you have any questions or require further information, please contact

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OR

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Applications are open now and will close at midnight on Sunday 12 March 2023.

Applications can be lodged by following this link: https://bit.ly/WomeninLeadership2023





For more information: Laos Australia Institute

p: (856) 21 265 721 website: www.laosaustraliainstitute.org

