

Leadership Development for the Facilities Manager



Agenda Overview:

Pre Program Discussion

Introduction and Networking Session
How to create and grow a network
Networking with facilities managers

Exploring Self as a Leader
Myers Briggs Type Indicator (MBTI)
Leadership and learning
Emotional Intelligence

Leadership and Management
Differences between leadership
and management
Values/Vision/Strategy

Problem Solving and Decision Making
7 step approach

Coaching
Solution focused coaching
Coaching skills

Dealing with Conflict
Signs and stages of conflict
Conflict management style
Managing conflict

Managing Change & Learning
Understanding your thinking style
Managing change in the workplace
Dealing with resistance to change

Goal Setting & Action Planning
Barriers to goal setting
Developing specific action plans
Applying goal setting principles to
implement the strategies and skills
gained within the program.

Post Program Discussion

On-Line Forum
(Open for 3 months after the program)

**Breathtaking views
of iconic Sydney Harbor.....**

"This is a powerful program. It provides you with the core knowledge required to manage a facilities business and allows you the opportunity to develop a close network of peers from every area of facilities management. The real power though is in the personal growth that you experience as a manager but more importantly, as an individual."

Quentin Parisotto - University of Sydney



Limited Places



EARLY BIRD

All fees must be received by
31 January 2014
To qualify for the Early Bird Rate of
\$3800 plus GST
Full Fees = \$4200 plus GST

Download the Registration from
<http://tefma.metanoa.com.au>

"This program allowed you to be yourself, using your experiences, knowledge and attitude. It enabled you to share and network with others to develop new approaches to improve your current management skills."
Gaye Cameron, University of NSW.

"Provided a well rounded overview of some key components to being a successful facilities manager."
Gavin Whittome, Murdoch University.

Contact
Eugene or Wendy

P: 02 9553 4141
M: 0423 669 531

E: wendy.metanoa@bigpond.com



Location: HC Coombs Centre, Kirribilli, Sydney.
Duration: 3.5 Days Residential + 3 Month online forum.

Commences: 6.00pm, Sunday 29 June 2014
Concludes: 2.00pm, Wednesday 2 July 2014