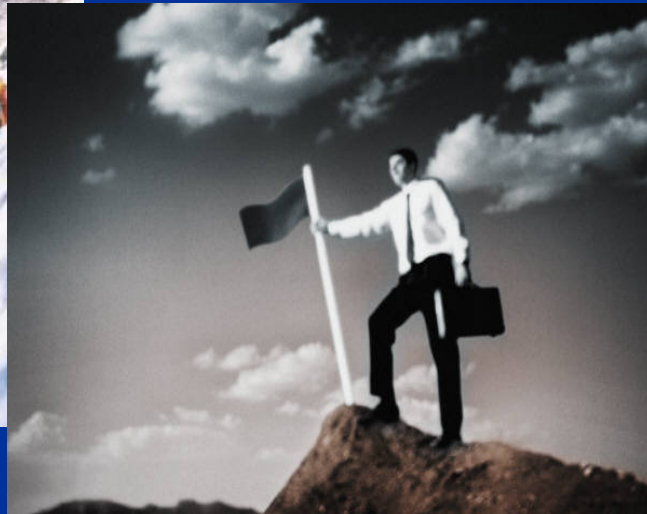


ACCA-NSW Congress 2010

*Learning From Others; Developing Leadership
and Influencing Skills*



Guy Williams

The Training Guys

www.thetrainingguys.com.au

Learning From Others ...

Private/Independent Education Sector

Knox Grammar, Redlands, Cranbrook

Loreto Normanhurst, St Ignatius Riverview

Waverley College, Ravenswood, Brigidine College

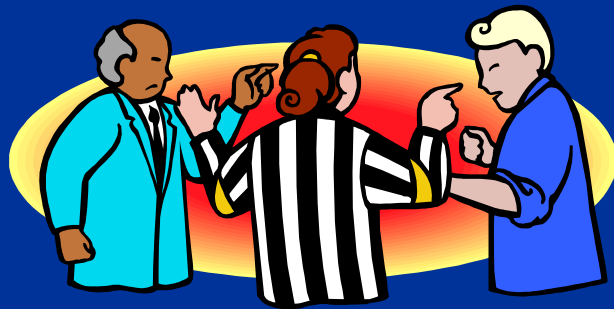
William Clarke College, Joeys

International Grammar School

Kincoppal, Monte, Frensham

Management ...

‘Getting Things Done!’



What Would Make It Easier ...

- Regular One-on-Ones / Updates
- Feedback – Positive and Negative
- Delegation
- Coaching
- Time Management
- Encouraging independent thinking
- Goals / Consequences and Deadlines.

One-on-Ones

- Intended to improve the relationship of trust
- Bring value to your staff
- Personal and Professional.

Coaching

- Deciding on the goal – measured and timed
- What are the resources available
- Their first steps.

Delegation

- What are your key 3 or 4 responsibilities?
- What are you doing that someone else could do?
- Good at? Enjoy? Need?

Feedback

- 4 steps for both positive and corrective
- Positive conversation
- Corrective 15 second conversation
- Corrective 5 minutes conversation.

Time Management

- You can not manage time!
- We all have exactly the same amount of it
- What are your priorities?

Encouraging Independent Thinking

- ‘You get more of what you reward’
- If you are known as the problem solver ...
- What are you thoughts? / have you tried?

Any Questions?



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