

# Facilitating Learning at Work

## Overview

Workplaces *can* be great learning environments and managers play a critical role in workplace learning - this program is designed to make you a leader of learning at work.

Do your staff know how to be effective in their role? Is each one playing their role in achieving organisational goals? Do they set priorities, communicate effectively, have a positive attitude **and** develop the skills they need to do better?

If you want to support your staff to thrive in the 'busy-ness' of daily work and do better all the time, you'll need tools, tips and "how to" insights into facilitating learning at work.

## Content

- Understanding how people learn (not all the same way)
- Testing assumptions and determining what learning is required
- Conducting a skills audit
- Designing effective learning
- Practical learning models, tools and tips
- Monitoring learning for improved performance
- On-going learning – mentoring, coaching and tutoring

## Outcomes

- Practical learning around staff performance and engagement
- Linking of performance, learning, review and improvement
- Clearer processes for developing knowledge and skills
- Capability for on-going coaching of staff

## Who should attend?

- Managers and experienced leaders
- Team leaders who have been a team member and are now the team leader
- People coming to grips with leading a team and managing others

## Benefits to you

- Insights and practical tools for leading learning in your workplace
- Enhance your reputation with your team and your manager for the support and enhancement of learning
- Build your facilitation skills and techniques
- "Round out" your management skills

## Benefits to your organisation

- Workplace learning approach implemented for improved performance and staff engagement, linked to performance review
- Impact on workplace culture to value learning as legitimate work
- Improved staff morale and engagement
- Increased staff capability
- Building organisational capacity with new skills and knowledge

Theme	
Competency Framework Level	<b>Middle Manager Core (ASO4 - ASO6)</b>
Duration	1 full day 9:00am – 4:30 Pm (8:45am registration)
Inclusions	Comprehensive workbook, morning tea, lunch, afternoon tea and refreshments
Facilitator	The Centre for People Development
Location	Level 6, 12 Pirie Street, Adelaide
Price	Professional Member \$460
	State Government Employee \$495
	Corporate Member \$505
	Non-member \$575

2018 Dates
Please Refer here

