



## FOUNDATION LEADERSHIP PROGRAM for MIDDLE MANAGERS

- **Course 1**  
23 & 24 April 2009
- **Course 2 (repeat)**  
12 & 13 October 2009

🕒 8:30am for 9:00am – 5:00pm

🏢 AIS Conference Centre  
Level 12, 99 York Street, Sydney

🚗 Commercial parking only.  
Close to Town Hall Station.

👤 Heads of department, year or stage co-ordinators, heads of house or pastoral groupings and others working in similar roles in AIS member schools.

💰 \$900  
*Cancellation should be in writing by the closing date to enable refund.  
Your registration will be confirmed by fax after closing date*

📅 Closing Date: 9 April 2009

This two day program is designed to challenge middle managers to see themselves as both strategic leaders of their team and an integral part of the management structure of their school. It includes critical knowledge of the legal and compliance expectations of the role and skill development in the important interpersonal dimensions of leadership positions.

### DAY 1

Strategies for effective leadership

The changing nature of the Independent sector  
Expectations of the role of middle managers  
Leading & coaching teams  
Leading your team through change  
Having the hard conversations

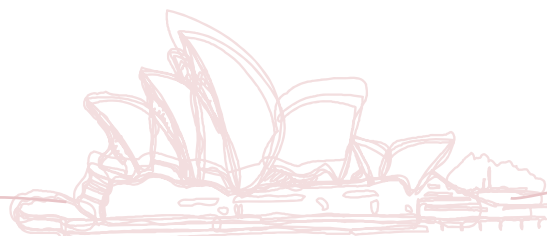
### DAY 2

Managing in a contemporary school setting

Registration & accreditation of teachers  
Legislative compliance  
Students with disabilities  
Proactive employment practices  
Soft skills for hard tasks  
Supporting ongoing professional learning  
Developing an action plan  
Panel discussion



Independent Schools  
Leadership Centre





**FOUNDATION LEADERSHIP PROGRAM**  
**REGISTRATION/TAX INVOICE**

ABN 96 003 509 073

**PLEASE:**

1. Complete this form and either fax it to Cecilia Waites on (02) 9290 2274 or **email** at [courses@aisnsw.edu.au](mailto:courses@aisnsw.edu.au) asap  
**and**
2. Send this form, with a school cheque, to: The Association of Independent Schools, Level 12, 99 York St, Sydney 2000

**Please print clearly**

**SCHOOL DATA**

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

Ph: \_\_\_\_\_ Fax: \_\_\_\_\_

**COURSE DATA**

Course name: \_\_\_\_\_

Date/s of course \_\_\_\_\_

Course cost: \_\_\_\_\_

(all advertised course costs include GST)

Date submitted: \_\_\_\_\_

**APPLICANT DATA**

1: Surname \_\_\_\_\_ First name: \_\_\_\_\_

Role in School: \_\_\_\_\_ Email: \_\_\_\_\_

2: Surname \_\_\_\_\_ First name: \_\_\_\_\_

Role in School: \_\_\_\_\_ Email: \_\_\_\_\_

3: Surname \_\_\_\_\_ First name: \_\_\_\_\_

Role in School: \_\_\_\_\_ Email: \_\_\_\_\_

4: Surname \_\_\_\_\_ First name: \_\_\_\_\_

Role in School: \_\_\_\_\_ Email: \_\_\_\_\_

If there are more than 4 applicants for this course please attach additional names to this sheet

Enclosed cheque for \$ \_\_\_\_\_ made payable to: **The Association of Independent Schools**