



FOUNDATION LEADERSHIP PROGRAM for NEWLY APPOINTED PRINCIPALS

12 January to 21 July 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.

Newly appointed principals in AIS member schools in their first or second year of headship

Participants who have recently completed the eight-day Diploma of Business (School Compliance) program will receive recognition of prior learning for days 4 & 5 of this program and a fee reduction to \$3,100.

\$4,000
Cancellation should be in writing by the closing date to enable refund. Your registration will be confirmed by fax after closing date

Closing Date: 12 December 2008

This program has been designed to meet the most pressing challenges encountered by newly appointed independent school principals. Its focus will be on supplementing the emerging understandings of governance, financial, legal and other leadership issues which participants bring to their principalship from their previous role.

A special feature of this program will be the individualised professional support that each participant will receive from the leadership coach assigned to them. Leadership coaches will be matched to participants from a pool of trained experienced independent school principals.

DAY 1

12 January 2009

Your role as principal

The changing Independent school environment
Personal resilience & work / life balance
An effective governance framework

DAY 2

13 January 2009

Developing your leadership

Understanding self as leader and working with teams
Leading or managing? How to get the balance right
Understanding your strengths and areas to develop as leaders

DAY 3

14 January 09

Financial management skills

Government funding
Understanding budgets
Financial sustainability

DAY 4

14 March 2009

Managing people

Employing staff
Managing staff, parents and students

DAY 5

20 April 2009

Managing risk in a compliance framework

The principal as risk manager
Major risks
High priority legislative obligations
A compliance survival guide

DAY 6

21 April 2009

Legal issues & policy development

Family law
Contracts
Impact of other legal issues on schools

DAY 7

22 April 2009

Strategic skill development

Effective strategic planning
Communication skills: speeches and report writing
Preparation for leadership coaching

DAY 8

20 July 2009

Media & reputation management

How the media works: what motivates journalists and what makes a good story
How you can manage your media presence through key message development
Interview techniques practice

DAY 9

21 July 2009

Sustaining leadership development

Enhancing the effectiveness of working with your leadership coach
Managing change skillfully
Leadership that focusses on results



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 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**