

YWCA

SHE

LEADS®



2018 Program

A WOMEN'S LEADERSHIP  
PROGRAM



Strengthening the skills, networks and confidence of women, enabling them to perform at a higher level and impact positively on their professional advancement.

## *SHE Leads*<sup>®</sup> Program features:

- Assessment of leadership style
- Mentoring from experienced business women
- Practical tools with immediate application in your workplace
- Professional development workshops
- Networking opportunities
- Graduation event
- Experienced and professional female facilitator & presenters
- Participants from diverse industry backgrounds
- High quality support materials
- Closing Conference with 250+ fellow young women

## A foundation program designed for women

The *SHE Leads*<sup>®</sup> Program is for women in the early stages of their career who have the ambition to take on the demands of a leadership role. These women will have varying professional experience and work in a range of industry sectors.

## Could this be you?

You could already be a manager, a team leader, or supervisor, or your first supervisory role may be the next step in your leadership journey. You could even be new to the workplace and looking for a program that will kick-start your leadership journey.

You'll be highly motivated, driven and ambitious, and someone who enjoys working closely with like-minded women. You'll be excited by the prospect of meeting new people and learning from them, and you'll also know that you have something to offer.

## Strengthening skills, building networks

The *SHE Leads*<sup>®</sup> Program will accelerate your career progression by providing you with a boost to your personal and professional development. Throughout the program, you will have the opportunity to apply your growing skills and knowledge to your workplace, supported by an experienced business mentor who has been selected specifically for you.



We created the *SHE Leads*<sup>®</sup> Program because we recognised the value in women engaging in a leadership development program which supports skills and self-knowledge development, builds confidence and valuable support networks.

The program combines a classroom-based learning component with individualised mentoring and conference participation. It has been exciting to see the positive impact of this approach on former participants, and the benefits gained by them and their employers.

Investment in the *SHE Leads*<sup>®</sup> Program enhances both individual and organisational performance through the development of young women's leadership potential. In the program, young women are brought together from a diverse range of industries and disciplines to gain practical and rigorous professional skills that are invaluable to their leadership journeys.

YWCA Adelaide has a long history of supporting the development of women. The *SHE Leads*<sup>®</sup> Program has allowed us to harness the collective wisdom of many successful women to develop the next generation of female leaders. Our commitment to young women is such that we award an annual YWCA Adelaide Member Scholarship to the program.

If you are considering the *SHE Leads*<sup>®</sup> Program for yourself or your organisation, I trust you will find it meets your needs.

**Liz Forsyth**

Chief Executive, YWCA Adelaide

**2018 Program Facilitator**

Nicole has been providing training services for over 10 years in a variety of organisations and has achieved exceptional outcomes in a variety of sectors and fields for her clients. Nicole brings a range of skills and experience to the training environment from her background in Industrial Law for a Multinational Manufacturer to her appointment as one of the youngest CEO's in the country in her former role as CEO of scosa.

Nicole has local, national and international experience completing strategic projects and demonstrating results-driven outcomes, bringing a unique and valuable perspective to both individual and team development. Nicole's work has been highly awarded including being named as CPA's Top 40 Leaders in Australia in 2014 and has been included on the South Australians Women's honour role.

Nicole looks forward to sharing her experience from the commercial and not for profit sector and to connect with you to become inspired to reach your peak performance in the 2018 *SHE Leads*<sup>®</sup> Program.

**Nicole Swaine**

*SHE Leads*<sup>®</sup> Program Facilitator



# Program Schedule

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Component	Date	Time
<i>SHE Leads</i> ® Introduction	1 <sup>st</sup> Feb	6pm – 8pm
Team Building Workshop	8 <sup>th</sup> February	9am – 12pm
Fundamentals & Leadership Workshop	1 <sup>st</sup> March	10am – 5pm
Fundamental & Leadership Tutorial	22 <sup>nd</sup> March	6pm – 8pm
Communication Workshop	12 <sup>th</sup> April	10am – 5pm
Communication Tutorial	3 <sup>rd</sup> May	6pm – 8pm
Team Work Workshop	24 <sup>th</sup> May	10am – 5pm
Team Work Tutorial	14 <sup>th</sup> June	6pm – 8pm
Strategy Workshop	5 <sup>th</sup> July	10am – 5pm
Strategy Tutorial	26 <sup>th</sup> July	6pm – 8pm
Graduation	17 <sup>th</sup> August	6pm – 8pm
<i>SHE Leads</i> ® Conference	7 <sup>th</sup> September	9am – 6pm

## 2017 *SHE Leads*® Graduates speak.....

### Ellen Poyner

*SHE Leads*® has been both informative and inspirational. Surrounded by many passionate, professional and reflective women, it has given me the confidence to be bold and take control of my leadership journey.

### Dana Wilkinson

Throughout my career so far, I have participated in a number of various professional development programs. I can say with absolute confidence that the *SHE Leads*® course has been the most inspiring, refreshing, relevant and enjoyable of all of them. I would encourage any female, at any point in their career, to be part of this program and share in that inspiration and empowerment.

# Program Modules

The *SHE Leads*<sup>®</sup> Program includes four professional development workshops. Each workshop runs for a full day and is backed up by a 2 hour tutorial session that focuses on applying what has been learnt.

	<i>SHE Leads</i> <sup>®</sup> Fundamentals	<i>SHE Leads</i> <sup>®</sup> Communication	<i>SHE Leads</i> <sup>®</sup> Teams	<i>SHE Leads</i> <sup>®</sup> Strategy
Underpinning Theory	<ul style="list-style-type: none"> <li>What is leadership?</li> <li>Leadership and management</li> <li>Leadership and gender</li> </ul>	<ul style="list-style-type: none"> <li>Communication fundamentals</li> <li>Emotional intelligence</li> <li>What is communicating as a leader?</li> </ul>	<ul style="list-style-type: none"> <li>Understanding team creativity</li> <li>Team dynamics</li> <li>Team roles and diversity</li> </ul>	<ul style="list-style-type: none"> <li>What is strategic thinking?</li> <li>Strategic tools</li> <li>The strategic plan</li> </ul>
Personal Application	<ul style="list-style-type: none"> <li>You as a leader</li> <li>Your leadership style</li> <li>Your personality style</li> </ul>	<ul style="list-style-type: none"> <li>You as a communicator</li> <li>Effective relationships and motivation</li> <li>Networking like a professional</li> </ul>	<ul style="list-style-type: none"> <li>Your role in a team</li> <li>Understanding yourself and others</li> <li>Contributing to a team</li> </ul>	<ul style="list-style-type: none"> <li>You can be strategic</li> <li>Habits of a strategic person</li> <li>Leading yourself</li> </ul>
Workplace Application	<ul style="list-style-type: none"> <li>Learning to lead</li> <li>Demonstration leadership</li> <li>Leading in practice</li> </ul>	<ul style="list-style-type: none"> <li>Communicating with influence</li> <li>Giving and receiving feedback</li> <li>Communication in practice</li> </ul>	<ul style="list-style-type: none"> <li>Influencing your team</li> <li>High performing teams</li> <li>Teams in practice</li> </ul>	<ul style="list-style-type: none"> <li>How do you influence your organisation's strategic direction?</li> <li>Strategy in practice</li> </ul>

## The Mentoring Relationship

As a SHE Leader, you will be matched with an experienced mentor. Supported by your mentor, you will set career and leadership development goals and take steps to action them. The mentoring relationship component of the program starts in February and finishes in August. You will have face-to-face meetings with your mentor at least 7 times in that period.

# Benefits of the SHE Leads Program

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## Learning with Others

You will learn with an intimate group of your peers throughout the professional development workshops and networking events that form the core of the *SHE Leads*® Program. Along the way, you'll form a close bond with your mentor. In addition, you'll learn from facilitators and guest presenters who will share their experiences, insights and advice.

Our facilitators, mentors and guest presenters are experienced and qualified professionals. They have experience in leadership and learning across a diverse range of industries. They are committed to ensuring that you complete the program not only with a better understanding of how to lead yourself and others, but with the skills to do so.

## A Professional Network for Life

As an aspiring leader you will benefit from building a strong network to support you on your leadership journey. By working with our facilitators, mentors and guest presenters, you will learn the key steps to building a network that's right for you. You will finish the program with a new network of peers to work with in the future.

The *SHE Leads*® Program facilitates the formation of long-lasting professional relationships amongst the female business leaders of tomorrow. You'll meet women from small businesses, multi-nationals, government departments and not-for-profit organisations. These women will share with you their abundance of diverse skills and experiences.

## Build Your Confidence and Self-Belief

You will emerge from the *SHE Leads*® Program with the confidence to take your career to the next level. Your belief in yourself will grow and you will return to the workplace with new skills, new ideas and greater insight. In essence, the program will provide you with the toolkit to accelerate your leadership journey.

## Learn to Think Strategically

As a SHE Leader you will learn how to think strategically. This means managing today by standing in the future and developing a workable response. It means focusing on effectiveness (or doing the right things) alongside efficiency (doing things right), and it means challenging conventional business practice. You will also learn that thinking strategically starts with you, and how you manage yourself.

## Develop Your Leadership Style

By developing greater self-awareness and the skills of self-management, you will improve your ability to reflect upon and develop your own leadership style and aspirations. These skills will enable you to set goals to further your leadership development and maximise your strengths when you take on a leadership role.

You will learn to appreciate and understand the nature of leadership and how it applies to you, enabling you to contribute to passionate, cohesive teams and communicate with empathy and social skills.

## Business Impact

An investment in your talent makes logical business sense. Evidence tells us that an investment in women's leadership improves business performance, increases productivity, and delivers higher than average stock performance.

There is also evidence to show that women often miss out on opportunities for a range of reasons influenced by cultures, structures and workplace practices. Support is often provided to people only once they have reached senior leadership roles.

The *SHE Leads*® Program gives employers the opportunity to make the most of their female talent by investing in them in the early stages of their leadership development.

# Registration Information

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## Entry-level Pricing

The *SHE Leads*<sup>®</sup> Program has been designed to support women at the start of their career path. With this in mind, the program has been deliberately priced at a level which is accessible to women (particularly young women) in the early stages of their career, and represents a sensible level of investment by an employer in a women with leadership potential. The investment in the *SHE Leads*<sup>®</sup> Program is \$2,750 + GST.

## Group Discounts

Women from the same organisation completing the SHE Leads Program will gain a common set of skills and experiences that will support the implementation of new ideas and new thinking in the workplace. To encourage employers to optimise this opportunity, a reduced fee will apply when organisations register three or more staff on the program in the same intake.

## Payment options

Payment by instalments is available on request (\$100 + GST administration fee will apply to payments by instalment). YWCA Adelaide reserves the right to change the advertised price.

## Cancellation Policy

Refunds will be available when at least 30 working days notice is provided prior to program commencement. If you are unable to participate, a substitute delegate (transfer) is allowed prior to the commencement of the program, but will incur a \$60 + GST administration fee. All cancellations must be received in writing. Should a participant be unable to complete the program no refund or transfer of position will be allowed. The above prices are effective as at 1<sup>st</sup> September 2017.

## For further information please contact:

Phone: (08) 8203 9400

Email: [office@ywca.com.au](mailto:office@ywca.com.au)



# Application Form

To apply for the 2018 *SHE Leads*<sup>®</sup> Program please complete the following and return to [simone.punshon@ywca.com](mailto:simone.punshon@ywca.com) or post to 17 Hutt Street Adelaide SA 5000.

## Participant Details

Name \_\_\_\_\_

Address \_\_\_\_\_

DOB \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

## Employment Details

I am:

Currently employed by \_\_\_\_\_

Position / Title \_\_\_\_\_

Full Time

Part Time

Casual

Self employed

Student

Currently looking for employment

## Payment Details

The total cost of participating in the 2018 *SHE Leads*<sup>®</sup> program is \$2,750 + GST (see Terms & Conditions for payment and cancelation arrangements). Please select how payment is to be made:

In full by myself

In instalments by myself (to be agreed to by YWCA and participant and includes a \$100 administration fee)

In full by a third party

In instalments by a third party (to be agreed to by YWCA and participant and includes a \$100 administration fee)

*Please provide contact details for third party to be invoiced below*

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Signature of third party \_\_\_\_\_

## About yourself

Please detail why you wish to participate in the 2018 *SHE Leads*<sup>®</sup> program

What are your expectations of the *SHE Leads*<sup>®</sup> program

Describe who you are and your interests outside of work e.g. Do you follow a Football team?

## Mentoring

I have been a mentee in the past

- Yes, currently a mentee
- Yes, in the past
- No
- Unsure

What does mentoring mean to you?

What goals or challenges you would like your mentor to assist you with ... (if you're unsure that's ok too!)

## Availability

To be the best of your knowledge you will be available to participate in all Workshops & Tutorials (dates are outlined in Program Guide)

Yes

No – I will not be available for the following dates

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*Thank you for applying for the 2018 **SHE Leads**® Program. Your application will be processed and a confirmation email will be sent to you advising you of your placement. If you have any queries please do not hesitate to contact YWCA Adelaide on 8203 9400.*

# Why choose YWCA Adelaide?

YWCA Adelaide has been providing a voice for young women and girls in South Australia for 137 years, and is well respected for its work in advocating for greater gender equality. Our purpose is to build equitable communities through the development of women's leadership.

We do this by supporting them during every step of their **leadership journey**, delivering programs which focus on young women's leadership, training and employment, **mentoring**, health and wellbeing, and respectful relationships.

We believe that supporting the leadership development of young women is not only the **right** thing to do, but also the **smart** thing to do. We also believe that leadership occurs in all areas of life - at home, at school, at work, in the boardroom and across the community.

The SHE Leads Program forms part of the YWCA leadership pathways framework, a comprehensive series of programs designed to support young women in achieving their leadership potential.

A significant part of the SHE Leads Program is the concept of **reciprocal engagement**; providing opportunities for younger women to participate in our programs and services, and providing opportunities for more experienced women to contribute to our programs through mentoring, coaching, educating and leading.

[Download the registration form](#)

[www.ywca.com.au](http://www.ywca.com.au)

[More information](#)

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