



NTRB MANAGEMENT DEVELOPMENT PROGRAM

The 2009 NTRB/NTSP Management Development Program consists of a three day workshop for Native Title Representative Body (NTRB) and Native title Service Provider (NTSP) management staff. The program is intended for staff who come from a professional background, and who are now playing an increasing role in the overall management of the NTRB/NTSP. Through an emphasis on practical application and increased self-understanding of the keys to management effectiveness, the program offers participants the opportunity to acquire and extend skills and knowledge to contribute in a senior management capacity.

Program Overview

The program will focus on the following topics:

How to be a great manager

- Determine your management style(s)
- What manager styles work, when?
- What styles are appropriate in the NTRB environment?
- How to delegate well

Managing performance

- Getting the job description right – the starting point for managing performance
- Informal and formal performance management and evaluation
- The performance review discussion – the good, the bad and the ugly

Managing resources for optimal results

- Manage a budget to get the most out of the available resources

Module 3 does not assume prior in-depth knowledge of management concepts. Rather, it will focus on three core topics in depth, and provide the opportunity for participants to practice skills and techniques during the program that they can apply to their work. The program is suitable for participants who completed either Modules 1 and 2 in 2008 and others who are new to the program.

Date

21-23 April, 2009

Location

Coogee Bay Hotel Conference Centre
Sydney

Time

9am to 5pm Tuesday & Wednesday
9am to 3pm Thursday

Testimonials from previous participants

"The management course modules went into great detail about the manager's role and what is expected of them and how to be a great leader and manager."

"I [rate] this course 100% fantastic, the facilitators were great and assisted in any way they could with their great expertise and knowledge."

Registration

To enrol in this program you need to be currently employed by an NTRB or NTSP.

Please register early. The workshop is restricted to 25 participants so places are limited. Please register now to ensure a place. We will contact you to confirm your enrolment in the program. To register please visit: www.auroraproject.com.au/Registrations.htm

For further information email: learning@auroraproject.com.au or phone: (02) 9385 9050.

Program Dinner

We are planning a dinner at a local restaurant for participants, facilitators, and the Aurora team, following the close of session Tuesday night, 21 April. Participants will be asked to contribute \$20 to the dinner (with dinner & drinks included). The Aurora Project will cover additional expenses. We hope you can join us!

Venue

Coogee Bay Hotel Conference & Functions Centre
Corner Coogee Bay Road & Arden Street, Coogee, NSW 2034
Phone: (02) 9665 0000 Fax: (02) 9664 1576
Email: info@coogeebayhotel.com.au
Web: www.coogeebayhotel.com.au

Accommodation

We have reserved a limited number of rooms at the Coogee Bay Boutique Hotel from Monday, 20 April to Wednesday, 23 April under Confirmation No. 229410. Please call the Hotel directly if you wish to reserve one of these rooms. The rooms are \$190 per night for the District View or \$210 per night for the Ocean View – both prices include a continental buffet breakfast.

The Aurora Project

The Aurora Project is the collective name for a number of programs that work with Australia's Indigenous communities and organisations to facilitate prosperity through capacity building. To achieve this, the Project focuses on professional development in law, anthropology, research, management, education and other disciplines. For more information please visit our website at: www.auroraproject.com.au.

For further information about our Vision, Objectives, Approach of Aurora's NTRB Staff Development programs please visit: www.auroraproject.com.au/Learning&Development.htm.