

# proteusshift

the proteus  
**Impact Leadership**  
*experience*

*changing the way leaders learn!*

Logic will get  
you from A to B  
“ but imagination will ”  
take you wherever  
you want.

*Albert Einstein*



# the proteus Impact Leadership experience

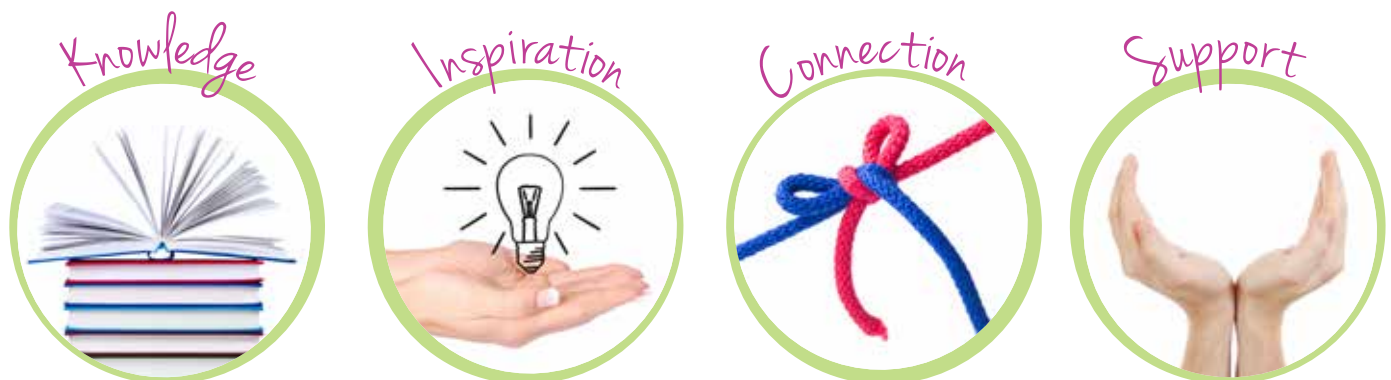
## Welcome to a new way of learning

We know that the way people learn is changing at a rapid rate however, the reasons that people learn have not changed and they will forever be seeking information in order to create a better life, find a better job, or just simply to survive in a changing world.

So what are people looking for? We already know that most leaders are time poor and so anything that takes too much time from their busy lives is no longer an attractive option. Short, sharp, powerful, inspirational, informative and relevant, are all words we hear in the marketplace today.

For some reason, many of our learning institutions have focused mainly on the transference of knowledge, with an element of connection, but inspiration and support have been sadly lacking. Well, the Proteus Impact Leadership Experience is looking to change that.

It is very simple; there are four cornerstones of learning and unless all four are met, people will not have a complete learning experience. The cornerstones are:



The Proteus Impact Leadership Experience introduces a new way of learning that ensures all four cornerstones of learning are met. Learning is enjoyable with sustainable outcomes, but is also delivered in an inspirational way, where connections are made and great support is given pre, during and post, the actual program.

So the Impact Leadership Experience provides a great opportunity for people to not only learn, but to have a real experience while they are doing so.

The Proteus Impact Leadership Experience – where your imagination becomes reality

# What is it? *about the Proteus Impact Leadership Experience*

The Proteus Impact Leadership Experience is a two-day program designed to have an immediate impact on individuals and organisations.

This unique program brings together leadership theory, work-related experiences, relevant and practical concepts and solutions and delivers them in an inspirational and interesting way. It looks at and tackles the real issues occurring in workplaces today.

With a focus on both personal and professional development, this program offers a truly unique learning experience for those leaders wanting to enhance their skills, gain a Diploma of Management, or simply top-up and refresh what they already know.

## **What does it look like?** *Where classroom meets conference*

It is two days filled with short, vibrant and entertaining sessions that provide a practical and contemporary approach to leadership education. Whilst recognising the life and leadership experience that most leaders already have, the Proteus Impact Leadership Experience further develops those skills and seeks to bring out the real potential in people, at all levels of leadership.

The Proteus Impact Leadership Experience combines the power of classroom learning with a conference atmosphere, creating a strong connection with peers, coaches and facilitators, all working together to create and become GREAT leaders.

## **What are the benefits for leaders and organisations?**

Because leaders are often time-poor, they are looking for short, sharp, powerful, inspirational, informative and relevant learning experiences that they can immediately apply to their personal and professional situations.

The Proteus Impact Leadership Experience provides contemporary leaders with exactly that, while also delivering many other benefits such as:

- Only two days away from the workplace, instead of multiple days
- A learning environment with a great positive conference atmosphere
- Networking opportunities with 'like-minded' leaders
- A realistic opportunity for regional leaders to attend
- A learning environment that is not stiff and starchy but promotes innovation and entrepreneurship
- An opportunity for participants to meet and communicate with their Proteus coaches and facilitators

*The Proteus Impact Leadership Experience truly does change the way leaders learn - and it is also just plain FUN!*





# Your Facilitators *committed to creating GREAT leaders!*

The strength of leadership development programs can so often be either enhanced, or held back, by the quality and experience of the facilitators.

The Proteus Leadership Experience brings together the Proteus senior executive team, Des Penny – LEO & Founder, Richard Dore – Leading Director & Tim Browne – Leading Director. All three are considered to be among the best leadership presenters in Australia. But it is much more than just their exceptional presentation skills, they also have an enormous passion to create great leaders across the country, understanding the privilege associated with being a leader and living this passion and privilege every day of their lives.

They truly will change the way you think about yourself and about what you do!

## **Des Penny** *Leading Executive Officer & Founder*

In 1993 Des Penny left a senior executive position in Human Resources with a very clear vision to establish Proteus Leadership Centres across Australia and to inspire and create great leaders.

Now an author, motivational speaker and a recognised entrepreneur in his field, Des is passionate about the team he has assembled to help him fulfil his vision. Together, they have helped thousands of leaders to achieve positive, personal growth through the Proteus leadership workshops, programs and events.

Des has extensive leadership experience across a diverse range of industries and has qualifications in Human Resource Management, Business Management and a Masters Degree in eBusiness and Communication.

In 2008 Des won the Award - South Australian Champion Small Business Entrepreneur of the Year.

Des has an inspirational and motivational style and believes in breaking down any barriers that might stop leaders and organisations from reaching their full potential.

## **Richard Dore** *Leading Director*

Richard Dore is a Leading Director at Proteus and is recognised as one of the most effective Business and People Management Educators in Australia. Richard joined Proteus in 1999.

With several qualifications, including a degree in Adult Education, Richard has had a significant impact on the growth and culture of both Proteus and the organisations he works with. People love his facilitation style and his ability to demonstrate how complex issues can truly be transformed by applying practical solutions.

Richard's passion for bringing about positive change in leaders and organisations has continued to impact the ongoing growth at Proteus. His expertise is in helping to create positive workplace cultures and dealing with 'tough stuff' head on.

## **Tim Browne** *Leading Director*

Tim Browne first joined Proteus in 2001 where, amongst other roles, he established and ran a suite of computer software training programs.

Today, Tim is a Leading Director and member of the Proteus Executive Team and facilitates a number of our leadership and management programs. He also leads our Online Learning team and our Queensland Centre. He has a background in business, community services and marketing and his energy, enthusiasm and conviction in achieving the Proteus vision is evident in both his leadership style and his attitude to life.

His input in developing the systems and processes within the organisation and his ability to assist staff to achieve their potential, has had a tremendous affect on the recent growth at Proteus.

Tim spends much of his time travelling Australia speaking to groups on innovation, helping them to find ways to build for the future.



# Levels of Involvement *what are my options?*

The wonderful thing about learning is being able to share the experiences and insights with others. The Proteus Impact Leadership Experience provides the opportunity for past participants, new participants and those wanting a full qualification, to learn together. So it doesn't matter what option you choose, it will be a great experience.

## **Option One** *Impact Leadership Delegates*

Impact Leadership is considered by many as the best leadership development program in Australia for middle to senior leaders, or for anyone who is responsible for managing others.

Enjoy two wonderful and inspirational days of leadership learning with some of the most inspirational leadership educators in Australia and with a group of people who are there to learn in a positive and inspirational environment.

Covering eight core areas of leadership, this experience will not only inspire you to be a great leader, but will also give you the skills to be one.

You will join the rest of the Impact Leadership delegates online after the two-day experience and will be able to continue to communicate and share ideas and initiatives. This will be the best two leadership-learning days that you have ever experienced.

## **Option Two** *Diploma of Management Delegates*

You will experience the same wonderful two days as the Impact Leadership delegates but will be able to access the Proteus Online Learning platform where you can complete assessments, enjoy video and YouTube content and communicate with other 'like-minded' leaders. All of this, while working towards gaining the nationally recognised qualification – The Diploma of Management (BSB51107).

This is a wonderful opportunity to participate in a blended learning program involving face-to-face learning, a state of the art Proteus Online Learning platform and your own personal course coach. Gaining a qualification should be an enjoyable and inspirational experience and this certainly is!

Course coaches will be introduced to you at the two-day experience and they will work along side of you throughout the program.

## **Option Three** *Review Delegates*

People often tell us they enjoyed the program so much that they wish they could do it again, or they wish they could re-visit the knowledge and skills they discovered during the program – well now you can!

Past Impact Leadership participants can attend the two-day experience and discover the program again, at a heavily reduced rate.

You will not only learn with a whole new group of people, but you can also play a role in assisting them through their journey of discovery. You will also experience the new concepts and initiatives that are continually introduced to enhance the program.

So re-live the Impact Leadership Experience and cement the fantastic skills that you have gained, making them even more a part of who you are as a leader.

# Program Coaches *there to support you and keep you connected*

Throughout the two-day experience Proteus coaches will work with their teams to help them through the program activities and will also continue to connect with them after the face-to-face days.

No matter what level of involvement you come in at, you will be allocated a program coach and be introduced to them at the beginning of day one.

All of our coaches are qualified to run our programs and to assist and assess delegates.

Get to know your coach – *they are awesome!*



# Staying Connected *through the HUB*

The Proteus Impact Leadership Experience HUB is an online social community website featuring the latest leadership resources and an interactive community for delegates. As a member of the HUB you will have exclusive access to all of the templates, tools, resources and learning materials within it.

You will also receive regular updates and bulletins from Proteus with additional leadership insights and tips. As well as interacting with other delegates, you will have the opportunity to participate in thought provoking and practical workplace activities and scenario simulations.

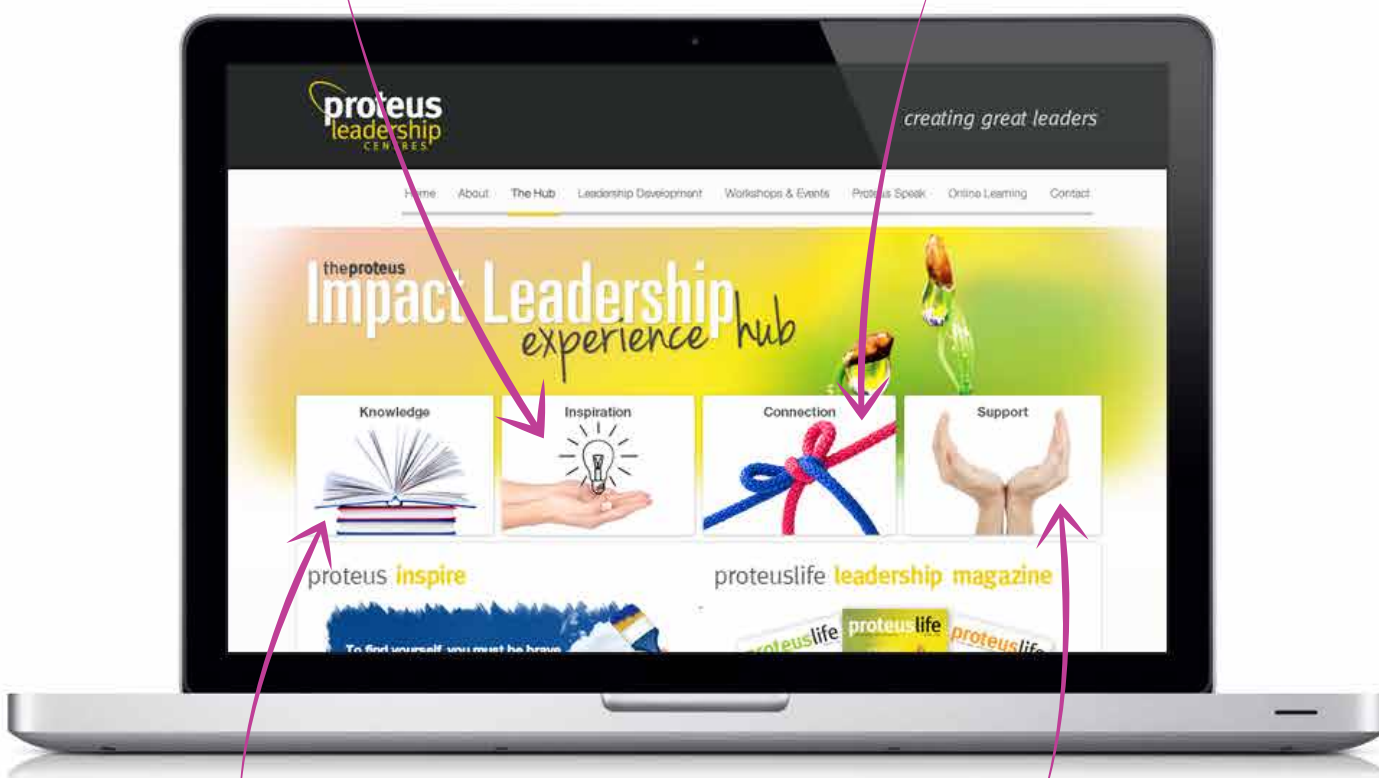
Whatever your level of involvement, you will have access to the HUB.

## *Inspiration*

We all need a little bit of motivation now and then so we've compiled the best audio and visual resources for you to be inspired to greatness. Even after the experience, you can relive and embed the sessions and presentations.

## *Connection*

Like-minded leaders need to stick together. Interact with people facing the same issues and celebrating the same successes as you. This includes a social HUB, alumni, ideas forum, and Q&A section.



## *Knowledge*

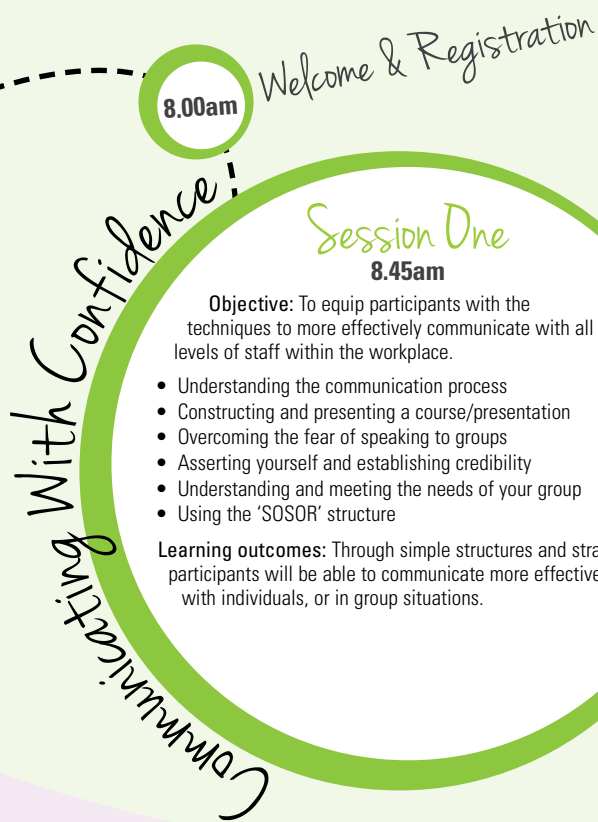
Find and access all of the additional and supporting information for each of the topics covered in the Proteus Impact Leadership Experience. You will also have access to supplementary research, articles, book reviews and news from around the leadership world.

## *Support*

A place for leaders to come and seek guidance when the going gets tough. You can contact Proteus and other leaders through forums and chat sessions when you just need a little extra guidance. We will also provide regular updates for Proteus Impact Leadership Experience graduates.

Bring your learning to life online - *staying connected with your tribe*

# The Program *day one*



# *Improving Interpersonal Skills*

## *Session Two* **11.00am**

**Objective:** To equip participants with a framework for a better understanding of human behaviour, therefore enhancing their people management and leadership skills.

- Understanding human behaviour
- Identifying behavioural styles
- Developing interpersonal versatility
- Flexing your leadership style
- How different styles respond to stress
- Understanding and managing interpersonal conflict more effectively
- Celebrating diversity and building great teams

**Learning outcomes:** Participants will be able to identify their own behavioural style and that of their colleagues, then develop plans to improve interpersonal relationships and communication.

*Lunch*

**12.30pm**

# The Program *day two*

*Activity Presentations from Session One*

**8.00am**

## *Recruitment, Selection & Induction*

### *Session Five* **9.00am**

**Objective:** To overview the processes required for the selection of new employees and discover contemporary options available when recruiting staff.

- Planning and preparing for recruitment
- Effective questioning techniques
- Equal employment opportunity responsibilities
- External legislation implications
- Overview of the selection and induction processes
- Open and transparent key selection criteria
- The importance of referees and documentation
- Different recruitment options

**Learning outcomes:** Participants will be able to more effectively prepare for, interview and select candidates that meet the selection criteria and add value to the workplace.

**10.30am**

*Morning Tea*

## *Positive Performance Development*

### *Session Six* **11.00am**

**Objective:** To look at a contemporary approach to performance development and to discover that the process can be a productive, positive and dynamic management tool.

- What is performance development?
- Linking the position description and key responsibilities into performance development
- Identifying 'key performance indicators' and succession planning
- Introducing a performance development system to staff
- Guidelines for conducting effective interviews

**Learning outcomes:** Participants will be able to promote and market a positive approach to performance development and create an action plan for implementation into their workplace.



# Managing Poor Staff Behaviour & Performance

## Session Four

4.00pm

**Objective:** To increase people's awareness and confidence to more effectively deal with poor performance and behaviour through the formal counselling and disciplinary process.

- A checklist for managing poor performance problems
- Gaining the confidence to act
- Gaining stakeholders support
- Planning the counselling and disciplinary interview
- The importance of documentation

**Learning outcomes:** Participants will be able to prepare for, deliver and resolve ongoing workplace issues in a professional manner with clear action plans for the staff involved.

Afternoon Tea

3.30pm

# Leading A Positive Workplace Culture

## Session Three

1.30pm

**Objective:** To increase the confidence of participants in handling the change process and to provide keys in how to more effectively resolve workplace issues and create a positive environment.

- Reflect the culture you want
- Identifying and creating a more positive workplace culture
- The power of recognition and encouragement
- Establishing a 'complaint is a gift' culture
- Empowering positive people and dealing with difficult people
- Learning how to fight clean
- Implementing change models back into the workplace

**Learning outcomes:** Participants will be able to put strategies into place to effectively manage their own priorities, manage the various change processes and create a more positive workplace culture.

Close

6.00pm

7.30pm

The Impact Leadership Dinner Experience

# Managing Projects & Risk

## Session Eight

4.00pm

**Objective:** To develop project and risk management skills that can be implemented back into their daily activities.

- Understanding the project cycle
- Involving your team
- Project management as an action plan
- Managing the risk factor
- Effective delegation techniques
- Getting organised

**Learning outcomes:** Participants will create a project and risk management plan based on contemporary project management concepts.

6.00pm

Close

# Managing Personal Workplace Priorities

## Session Seven

1.30pm

**Objective:** To equip participants with the skills required to manage themselves and others more effectively.

- Establishing clear goals
- Low effort/high reward actions
- Dealing with time wasters
- Utilising the 80/20 principle
- Developing KRAs (key results areas)
- How to 'Eat That Frog' (daily to do lists)

**Learning outcomes:** Participants will be able to prioritise their workload and focus on the things that are truly important.

12.30pm

Lunch

Afternoon Tea

3.30pm



# And There Is More *so what else is happening?*

## **The Dinner Experience** - *Time To Network*

At the end of day one join your coaches, facilitators and fellow participants at the Proteus Impact Leadership Experience dinner? Venues will be advised on confirmation of your booking. The night will include a delicious dinner with wines from the region and an entertaining dinner speaker.

This is a great opportunity to network, meet new friends and enjoy the company of other 'like-minded' leaders in a social setting.

The dinner will be an additional cost but will be a great part of the Proteus Impact Leadership Experience.



## **The Proteus Trade Show Experience** - *Creating A Better Way*

Proteus has a range of programs and products that enhance the learning from the Impact Leadership Experience program.

Our bookshelf will display recommended leadership books available for purchase.

Education booths will also be manned by Proteus coaches to assist individuals and organisations in putting together possible training plans, to assist their growth.

Proteus Online Learning will also allow you to test run our suite of short, interactive online programs.

Other tools, such as the Proteus Performer – our Performance Development system, will also be available for perusal and purchase.

The purpose of the Proteus Trade Display is to help leaders and organisations create a better way.



## **The Social Experience** - *Stay For The Weekend*

In each of our cities there are some wonderful things to do on the weekend. Whether it be visiting the amazing Barossa Valley wine region in South Australia or floating on the harbour in Sydney, or shopping the laneways of Melbourne, or discovering the beaches of Queensland, there are some amazing adventures to be had.

So why not stay the weekend and enjoy everything these states and cities have to offer.

On confirmation of your booking you will be sent information on things that are happening in your city of choice and also on recommended places to stay.



*Make this the total experience!*

# The Diploma of Management *units of competency*



Proteus Education & Training is a Registered Training Organisation and has been conducting both personal and professional development programs across Australia since 1993.

We are proud of the programs we provide and of the constant feedback we receive advising us of how participants have been able to make significant changes both personally and professionally.

**The knowledge, skills and evidence required for the 8-unit Diploma of Management qualification (BSB51107) have been integrated into powerful online and blended programs. The 8 units required for this qualification are:**

BSBMGT502B	Manage people performance
BSBWOR501A	Manage personal work priorities and professional development
BSBWOR502A	Ensure team effectiveness
BSBMGT516A	Facilitate continuous improvement
BSBHRM503A	Manage performance management systems
BSBHRM402A	Recruit, select and induct staff
BSBPMG510A	Manage projects
BSBRISK501A	Manage risk

## **Funding** - *You May Be Eligible*

If you do not have a qualification higher than a Certificate IV, you may be eligible for a government incentive to complete this Diploma. Contact our office for further information.

The Diploma of Management qualification will be issued by Proteus Education & Training  
ABN: 30 092 276 358. Registered Training Organisation - Provider No: 21518.  
Qualifications from other RTO's are recognised.

## **Program Materials & Activities** - *Everything You Need*

Participants at the Impact Leadership Experience will receive a full program manual that will not only act as a workbook at the event, but can also be used as an amazing on-the-job resource, for many years after.

At the program, role-plays and activities will take place, both on stage with your facilitators, and also at your tables with your allocated coaches.

This is an interactive program.

## **Other Study Options** - *Giving Leaders A Choice*

### **Six-Day Program**

If you prefer to study in a smaller group, over a longer period, then you can do so by attending the Impact Leadership/Diploma of Management six-day program, conducted in each state, mid-year. Please visit our website for further information and dates for this option. The six-day program can also be conducted in-house, at your workplace.

### **Online Program**

We also understand that some people prefer to study when it suits their lifestyle. The Impact Leadership/Diploma of Management program is also a fully online program.

If you choose this option you will be allocated a course coach who will work with you throughout the online experience. So, if you wish to study online using our fantastic online platform, then that is a great option also.

*Whatever option you choose will be a great choice*

# Program Timetable *when and where is it happening?*



## *Adelaide*

- Program 1** Monday 18<sup>th</sup> & Tuesday 19<sup>th</sup> February 2013  
**Program 2** Monday 11<sup>th</sup> & Tuesday 12<sup>th</sup> November 2013

## *Brisbane*

- Program 1** Monday 18<sup>th</sup> & Tuesday 19<sup>th</sup> March 2013  
**Program 2** Monday 25<sup>th</sup> & Tuesday 26<sup>th</sup> November 2013



## *Sydney*

- Program 1** Monday 4<sup>th</sup> & Tuesday 5<sup>th</sup> March 2013  
**Program 2** Monday 18<sup>th</sup> & Tuesday 19<sup>th</sup> November 2013

## *Melbourne*

- Program 1** Monday 25<sup>th</sup> & Tuesday 26<sup>th</sup> February 2013  
**Program 2** Monday 2<sup>nd</sup> & Tuesday 3<sup>rd</sup> December 2013



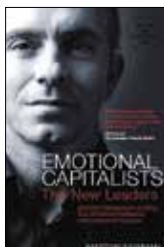
*The Impact Leadership Experience will be held in a CBD venue in each city.*

# Accommodation *places to stay*

Information regarding different levels of accommodation available in each state will be sent to delegates in their confirmation pack. Delegates will need to book their own accommodation both for the two-day Impact Leadership Experience and the weekend, should they decide to stay.



# Recommended Reading



## Emotional Capitalists

*Martyn Newman*

Research has told us that to be successful in our personal and professional lives we need emotional intelligence (EQ). In this book, Martyn Newman shows us how to get it and use it to achieve extraordinary results. Based on ground-breaking psychological research with some of the world's most successful young business leaders, Newman identifies the seven dynamic emotions that set these exceptional men and women apart.



## Eat That Frog

*Brian Tracy*

There's an old saying that if the first thing you do in the morning is to eat a live frog, you'll have the satisfaction of knowing that it's probably the worst thing you'll do all day. EAT THAT FROG! takes this saying as a metaphor for learning how to focus on the most important things and make sure they get done.



## Just Enough Project Management

*Curtis R. Cook*

Just Enough Project Management integrates today's most effective project management information and tools into a uniquely straightforward process for managing small to medium sized projects. The fundamental goal of project management is to produce the desired results, on time and on budget. Let Just Enough Project Management show you how to get back to that goal, and manage projects that successfully transform your objectives into immediate bottomline results, instead of simply creating more projects.



## People Styles at Work

*Bofton & Bofton*

With so much diversity in the workplace, it's no wonder people problems abound. Yet it is possible to overcome personality conflicts by understanding other people's differences instead of merely reacting to them emotionally.

## Cost of book pack: \$110

Purchased book packs can be collected on day one

# Registration *your information*

## Contact Details Of Delegate

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTCODE: \_\_\_\_\_

ORGANISATION: \_\_\_\_\_

POSITION: \_\_\_\_\_

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

MOBILE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

## Review Delegates Only

DATE ATTENDED: \_\_\_\_\_

STATE ATTENDED: \_\_\_\_\_

## Group Packages

Should you wish to organise a group booking, which can include delegates into both programs, then a discounted rate can be negotiated through your nearest Proteus Centre.

Payment plans can also be arranged for multiple bookings.

## Ways To Register

There are several ways that you can register for this program.

1. Complete this application form and either post or fax back to the designated address.
2. You can also register online by going to our website: [www.proteusenterprises.com.au](http://www.proteusenterprises.com.au)
3. Just give us a call on 1300 219 903 and we will make it all happen for you.

## Cancellation Policy

*All cancellations/transfers must be received in writing. Refunds will not be given unless at least 30 working days notice prior to the event is provided. No refunds will be given after this date. A 10% (of total cost) administration fee will be deducted for all cancellations. If you are unable to participate, a substitute participant (transfer) is welcome if written notice is given prior to the event. Proteus Leadership Centres reserves the right to change the facilitators/speakers, the advertised price or the venue and will provide notice to participants before the event.*

 Payment details over page.

# Registration *payment details*

## Payment Details

OPTION ONE:	Impact Leadership \$2,500	<input type="checkbox"/> \$ _____
OPTION TWO:	Diploma of Management \$3,950	<input type="checkbox"/> \$ _____
OPTION THREE:	Review Delegates \$795	<input type="checkbox"/> \$ _____
DINNER:	The Proteus Leadership Experience Dinner \$75	<input type="checkbox"/> \$ _____
BOOK PACK:	Recommended Reading Book Pack \$110	<input type="checkbox"/> \$ _____

TOTAL: \_\_\_\_\_

(please make cheques payable to **Proteus**)

PAYMENT: ☐ VISA ☐ MASTERCARD

CARD NUMBER:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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NAME ON CARD: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

EXPIRY DATE: / CSC:

PAYMENT BY EFT: Commonwealth Bank

A/C NAME: Proteus Enterprises Pty Ltd

BSB: 063-236

A/C NUMBER: 1012 9596

REFERENCE: Please use your invoice number or name as a payment reference

Please tear off and return to:

POSTAL: Proteus Leadership Centres  
PO Box 525  
Collins Street West VIC 8007

BOOKINGS: 1300 219 903

FAX: 1300 827 903

EMAIL: [info@proteuscentre.com](mailto:info@proteuscentre.com)

WEBSITE: [www.proteusenterprises.com.au](http://www.proteusenterprises.com.au)

ABN: 30 092 276 358

*Can't wait to see you there!*

# Testimonials *what people are saying*

*"Confidence building - tools and strategies gained are for life and work. Could not have asked for a better presenter - Approachable! Informative! Knowledgeable! Inspirational! They made me want to continue, be early and want to implement what I have learnt."*

Kerry Kimberley, Facility Manager, Royal Australian Airforce of WA

*"The Proteus Leadership program for me has been an inspirational tool with which I have been given to build my career as a leader not just a manager."*

Graeme Newcombe, Centre Manager Ettalong, Jobfind Centres Australia

*"I felt very inspired by what I have learnt, experienced and heard on my Proteus journey! I have started to make changes in my work life but more importantly in my home life. Bring on a better version of ME!"*

Kellie Cooper, Mona Vale Hospital

*"The course has given me confidence to be a more effective leader. I have learnt how to manage different behaviour styles. I have enjoyed every minute of the program. Great presenters and relevant information."*

Jenni Redden, STARplex

*"During the past 10 years in management, I have mainly learnt from past mistakes and successes. This course has given me tools to polish my skills to bring out the best in myself and the team I lead. Tools are very user friendly, I have used them daily as I have learned them."*

Nadia Fletcher QLD Baptist Care



# Proteus Leadership Centres *around Australia*

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1300 219 903  
info@proteuscentre.com  
www.proteusenterprises.com.au

Adelaide | Brisbane | Melbourne | Perth | Sydney