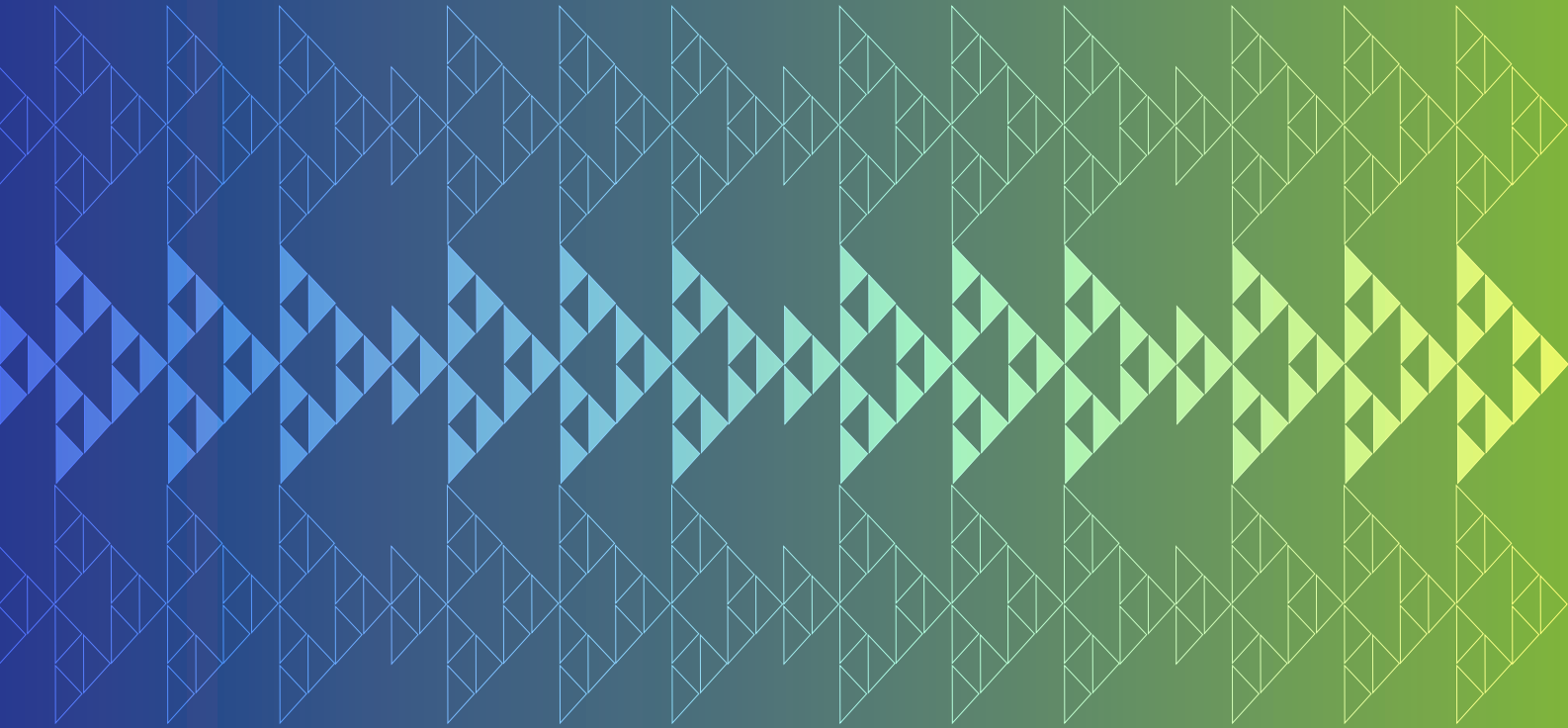


FORWARDGEARS

accelerate your thinking



An Introduction

WHAT IS FORWARD GEARS?

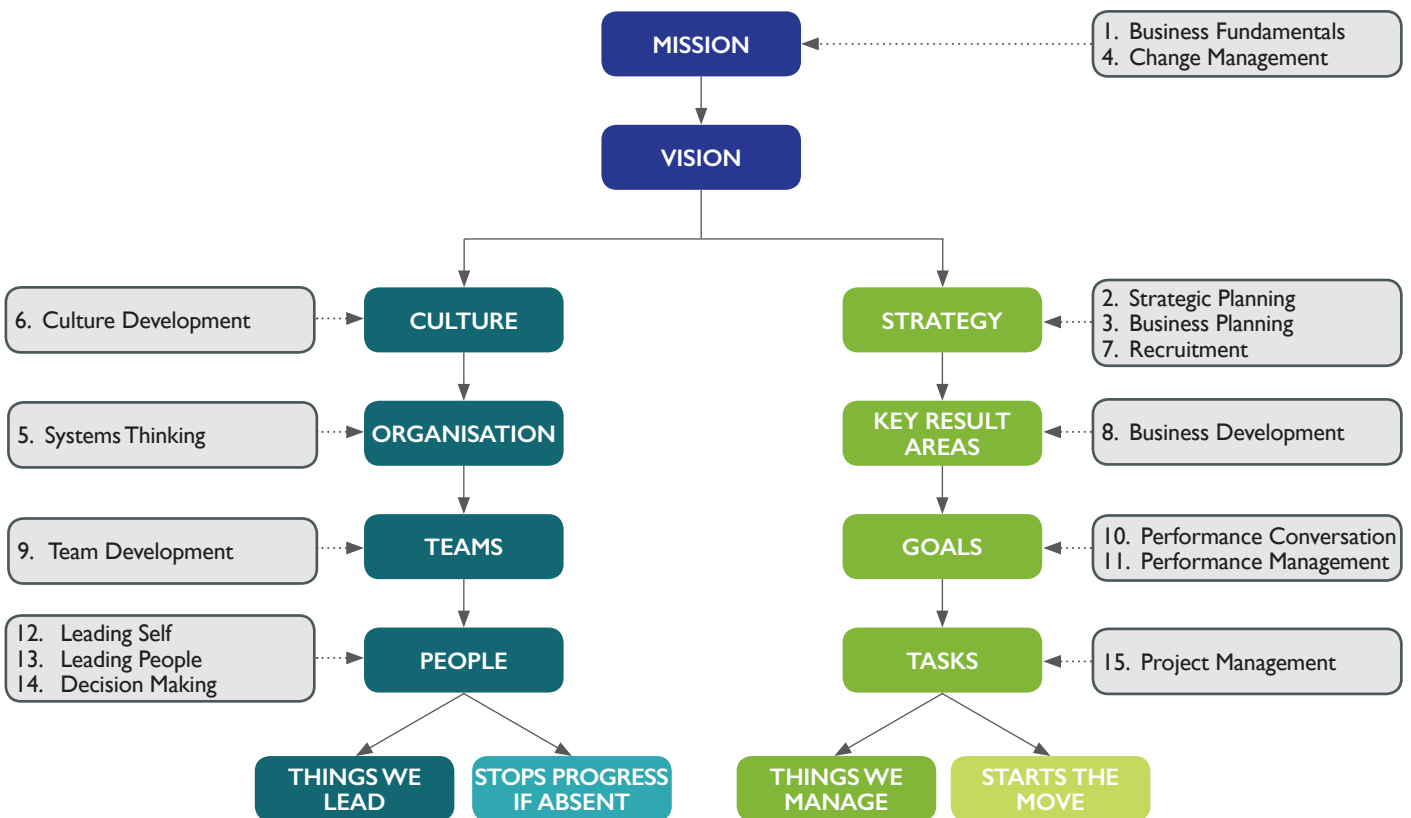
The Forward Gears Professional Development Program is a suite of facilitated experiential workshops, anchored against a theoretical and conceptual model for how people, teams and organisations achieve success.

Each of the fifteen topics can be accessed as stand-alone workshops, enabling the client to build their professional development at their own pace and according to their individual and business imperatives. It is the model which brings together the workshops in a unique and cohesive way.

THE MODEL

The Forward Gears Professional Development Program is structured around a model to address the elements that need to be in place to achieve success. The model presents the workshops as part of an overall program rather than a series of separate and unrelated courses.

This model is called the EVA model:



The EVA model describes the elements that must be in place to enable (E) any mission and vision (V) to be achieved (A), and ultimately for people, teams and organisations to be successful. Mission is defined as the purpose, why we exist, what we are here to do and where we want to be. Vision describes the picture of success once we have achieved our mission.

The model is called “EVA” because the mission and vision is ultimately achieved through the strategy, however the organisation, people and teams implement the strategy. So the culture enables the mission and vision to be achieved through the implementation of the strategy. For example, the less positive the culture, the less likely the strategy will be successfully implemented.

The EVA Model suggests that to achieve the mission and vision, there needs to be an effective strategy in place, the strategy must cover key result areas, each key result area must have specific, measurable, achievable, realistic and timely goals, and each goal must have tasks, people and resources allocated. These are things we need to manage and by having them in place they start the move towards the mission and vision.

The EVA Model also suggests that leaders need to develop the desired beliefs, values and attitudes in people and teams that are aligned with the mission and vision, leaders need to develop high performing teams, and leaders need to provide the right support and direction to people. These are things we need to lead and if they are not in place then progress towards the mission and vision is stopped.

THE METHODOLOGY

The Forward Gears Program is different to the formal accredited leadership programs you may have come across previously. Forward Gears is based on adult learning principles and primarily, through experiential learning theory. Experiential learning is distinct from rote or didactic learning, in which the learner plays a comparatively passive role.

“The centre of learning is the experience; your own subjective experience. All we have is our experience. All knowledge begins in our experience. The way in which we know something is true is that it comes back and proves true in our experience.

Experiential theory puts learning in the centre of the learning process – as a learner it’s my experience that guides how I learn and says when I have learned something. When your experience is the centre of the learning process, you are in control and able to create the types of experience you want.” Peter Kolb

WHY CHOOSE FORWARD GEARS?

CONTENT BALANCE

Content is a balance between theory and practical and is linked back to a real business issue that professionals face right now in their organisation.

NETWORKING

Opportunity to network with professionals from other organisations and share best practice by hearing, for example, how they respond to organisational issues and do things related to the course topic.

EXPERIENCE

Access to facilitator’s experience in working nationally and internationally with leading organisations and across a range of industries and at all levels.

FLEXIBLE FORMAT

Format and facilitation is fluid. Each course has an outline that we follow however if professionals would like to explore key areas of the course in more detail we facilitate as such.

The Professional Development Program is flexible – you can choose the areas in which you want to participate.

We can come to your workplace, develop and deliver workshops to meet your specific needs.

PROVEN DELIVERY

Content has been recently developed however is also based on established theories, models, frameworks and principles.

ADULT LEARNING STYLES

Format and content is structured in such a way so as to cater for all different adult learning styles, (see Honey and Mumford Adult Learning Styles).

The program is deliberately not heavy with content so to ensure that professionals engage in an experiential process to maximise learning and development.

The program is mapped against an established conceptual and diagnostic model that guides people, teams and organisations on what they need to do to achieve success.

VALUE

Great Value for Money – many similar facilitated workshops cost hundreds of dollars more.



Each workshop can be accessed as a stand-alone workshop. If you are interested in the whole program or part of the program, workshops can be completed in any order, over any time period to complete the entire Forward Gears Professional Development Program.

BUSINESS FUNDAMENTALS

This workshop will provide participants with the fundamentals needed to start, grow and maintain a successful, sustainable business. Some of the topics explored will include Technician versus Manager, Manager versus Entrepreneur, the Business Integrity Model and the Classical Planning Model.

DURATION: 1 DAY

COST: \$495 + GST

STRATEGIC PLANNING

This workshop will provide participants with the knowledge, skills and confidence to think strategically and develop strategic plans. Some of the topics explored will include the LAMP model, growth cycles, SWOT analysis and goal setting.

DURATION: 1 DAY

COST: \$495 + GST

BUSINESS PLANNING

This workshop will provide participants with the knowledge, skills and confidence to develop business plans, exploring the specific elements expected in a business plan.

DURATION: 1 DAY

COST: \$495 + GST

CHANGE MANAGEMENT

This workshop will provide participants with the knowledge, skills and confidence to respond to change and manage people and teams through change. Some of the topics explored will include the STEEP analysis tool, grief curve, group distribution 20-60-20 and change management principles.

DURATION: 1 DAY

COST: \$495 + GST

SYSTEMS THINKING

This workshop will provide participants with the knowledge, skills and confidence to systematically resolve work problems. Some of the topics explored will include system design principles, systems thinking model, forcefield analysis and broken bridges.

DURATION: 1 DAY

COST: \$495 + GST

CULTURE DEVELOPMENT

This workshop will provide participants with the knowledge, skills and confidence to develop the desired culture within people, teams and the organisation. Some of the topics explored include cascading models, culture development model, beliefs, values, attitudes and culture assessments.

DURATION: 1 DAY

COST: \$495 + GST

RECRUITMENT

This workshop will provide participants with the knowledge, skills and confidence to design and administer recruitment processes. Some of the topics explored include recruitment processes, recruitment principles, interview skills and using psychometric assessments.

DURATION: 1 DAY

COST: \$495 + GST

BUSINESS DEVELOPMENT

This workshop will provide participants with the knowledge, skills and confidence to develop business, including sales and marketing. Some of the topics explored include sales cycles, sales techniques, networking skills, negotiation skills and branding principles.

DURATION: 1 DAY

COST: \$495 + GST

TEAM DEVELOPMENT

This workshop will provide participants with the knowledge, skills and confidence to develop and maintain high performing teams. Some of the topics explored include team development theory, team building blocks, team roles and using Belbin assessments.

DURATION: 1 DAY

COST: \$495 + GST

PERFORMANCE CONVERSATIONS

This workshop will provide participants with the knowledge, skills and confidence to have effective performance conversations with people. Some of the topics explored include icebreaker skills, observation skills, questioning techniques, feedback skills and agreement skills.

DURATION: 1 DAY

COST: \$495 + GST

PERFORMANCE MANAGEMENT

This workshop will provide participants with the knowledge, skills and confidence to design and administer performance management processes, exploring different performance management processes.

DURATION: 1 DAY

COST: \$495 + GST

LEADING SELF

This workshop will provide participants with the knowledge, skills and confidence to effectively lead yourself. Some of the topics explored include psychology of behaviour, Johari Window, stress management techniques, life styles inventory, Locus of Control and Covey's Circles.

DURATION: 1 DAY

COST: \$495 + GST

LEADING PEOPLE

This workshop will provide participants with the knowledge, skills and confidence to effectively lead people. Some of the topics explored include MICEE Leadership Model, Situational Leadership Model, reinforcement principles, personality versus preference, Hogan assessments and using the Myers-Briggs Type Indicator.

DURATION: 1 DAY

COST: \$495 + GST

DECISION MAKING

This workshop will provide participants with the knowledge, skills and confidence to make effective decisions, exploring the decision making model.

DURATION: 1 DAY

COST: \$495 + GST

PROJECT MANAGEMENT

This workshop will provide participants with the knowledge, skills and confidence to take on a project management role successfully with essential skills for success, including identifying different types of projects, different stages of a project, understanding the role and responsibilities of project managers, practical skills, tools and techniques, terminology and principles of project management.

DURATION: 1 DAY

COST: \$495 + GST

Enquire now at 08 8111 8003 or
www.forwardgears.com.au