

Workshops			
	Name	Description	Module Overview
1	<p>Diversity & Inclusiveness:</p> <p><i>What's the point</i></p> <p><i>Audience: All employees</i></p>	<p>Why is diversity an important tool in business today? How does it improve performance at a business & individual level? What do I need to do to make it work.</p>	<ul style="list-style-type: none"> ➤ Context : what does D&I mean ➤ Exploring the 6 diversity dimensions ➤ The business rationale; local & global ➤ Case studies; create your own rationale, ➤ Making diversity a reality: the core concepts & tools ➤ Action Planning : How to make it a reality
2	<p>Diversity & Inclusiveness:</p> <p><i>My attitudes, perception & thoughts</i></p> <p><i>Audience: All employees</i></p>	<p>Everyone's mindset, biases and attitudes influence how they think, work and interact at work. Does your personal style and preference support diversity? Do your behaviours have a positive or negative impact on creating an inclusive work environment?</p>	<ul style="list-style-type: none"> ➤ Context : what does D&I mean ➤ Exploring behaviours, attitudes & perceptions : what works, what doesn't ➤ Exploring the unsaid barriers, ➤ Understanding how diverse & inclusive you are; ranking exercise ➤ Action planning: What I will do differently
3	<p>Flexible Working: How to prepare, implement and sustain flexible work solutions.</p> <p><i>Audience: All employees</i></p>	<p>How to effectively identify, setup, implement and sustain a flexible work arrangement to ensure long term success.</p>	<ul style="list-style-type: none"> ➤ Context : definitions ➤ Decision making: how to select the right solution for my role & myself, ➤ Creating a flexible working proposal ➤ Engaging all key stakeholders in the decision making process ➤ Factors for success ➤ Barriers to be aware of ➤ How to sustain the arrangement for long term success
4	<p>Flexible Working: How to successfully manager flexible workers</p> <p><i>Audience: All employees</i></p>	<p>Flexible working is a new way of working, which means managers often need to develop new competencies and skills to effectively manage and support their flexible workers.</p>	<ul style="list-style-type: none"> ➤ Context : definitions ➤ The extra dimensions of managing flexible workers, ➤ Planning for success ➤ Balancing the team and flexible workers ➤ Integration of the flexible workers ➤ Knowing & managing the potential pitfalls ➤ My role in ensuring success.
5	<p>Job Design – How to incorporate flexible work principles -</p> <p><i>Audience: HR & managers responsible for role design</i></p>	<p>How do you incorporate flexible work principles into standard roles.</p>	<ul style="list-style-type: none"> ➤ Context : definitions ➤ The importance of flexibility ➤ Understanding the key principles, categories & solutions ➤ Knowing the challenges ➤ Design principles ➤ Designing Roles :Case studies & examples ➤ Finalising Roles : Next Steps

Our goal is to transfer our knowledge to you; to achieve this we incorporate a high degree of interaction, case studies and action planning. We believe learning should be targeted; short, sharp, interventions is most effective; so most of our sessions run for b/w 2-3 hours, often with a follow-up session to review process, action plans and how learnings have been adopted in practice. All of our workshops are localised so that they are most meaningful to your people.

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