

# EDUCATION AND THOUGHT LEADERSHIP PROGRAM

## 2020 PClasses



### The 2020 program will be as follows:

FEB 6	<p>UNDERSTANDING THE BASICS OF A WORKPLACE INVESTIGATION</p> <ul style="list-style-type: none"> <li>• Knowing when to do an investigation internally vs externally</li> <li>• Intricacies of process steps</li> <li>• Dealing with third parties</li> </ul>	JUL 2	<p>TERMINATING EMPLOYMENT</p> <ul style="list-style-type: none"> <li>• Applying different types of termination situations</li> <li>• Agreed separations and Deeds</li> <li>• Redundancy processes</li> </ul>
MAR 5	<p>GIVING CRITICAL PERFORMANCE FEEDBACK</p> <ul style="list-style-type: none"> <li>• Handling a “difficult” conversation</li> <li>• Setting metrics for performance</li> <li>• Follow-ups and pitfalls</li> <li>• How honest can you be?</li> </ul>	AUG 6	<p>REGULATING THE WORKING ENVIRONMENT</p> <ul style="list-style-type: none"> <li>• Defining and protecting your workplace’s culture and corporate brand</li> <li>• Out-of-hours conduct and the workplace</li> <li>• Corporate values vs personal opinions</li> </ul>
APR 2	<p>PREPARING EMPLOYMENT CONTRACTS: WHERE DO EMPLOYERS GO WRONG?</p> <ul style="list-style-type: none"> <li>• Critical content to include</li> <li>• Managing a contract “roll-out” program</li> <li>• Working through sample clauses</li> </ul>	SEP 3	<p>HIGH PERFORMANCE CULTURE</p> <ul style="list-style-type: none"> <li>• What is a high performance culture?</li> <li>• Understanding the VSC framework</li> <li>• Measuring and auditing a high performance culture</li> </ul>
MAY 7	<p>HANDLING CONFLICT AMONGST EMPLOYEES</p> <ul style="list-style-type: none"> <li>• Understanding mediation as an option</li> <li>• When disciplinary action is needed</li> <li>• Role of policies and mission statements</li> <li>• What role do leaders play?</li> </ul>	OCT 1	<p>MANAGING UNFIT WORKERS</p> <ul style="list-style-type: none"> <li>• Accommodating an unfit worker – how long?</li> <li>• What if the worker is partially fit for duty?</li> <li>• Claims and liability</li> <li>• Document management</li> </ul>
JUN 4	<p>DEALING WITH EMPLOYEES AND THEIR “NEEDS”</p> <ul style="list-style-type: none"> <li>• Handling requests for flexibility and other work practice variations</li> <li>• Should there be limits on employee requests?</li> <li>• Managing inconsistent treatment assertions</li> <li>• What risks arise from discrimination laws?</li> </ul>	DEC 10	<p>DEVELOPING AN IR STRATEGY</p> <ul style="list-style-type: none"> <li>• Who needs an IR strategy?</li> <li>• Managing unions or possible union intervention</li> <li>• Dealing with FWO scrutiny</li> <li>• Pros and cons of Enterprise Agreements</li> </ul>



To secure your place kindly complete the details below

Session	Date	Selection	Session	Date	Selection
Understanding the Basics of a Workplace Investigation	Thursday 6 February 2020	<input type="checkbox"/>	Terminating Employment	Thursday 2 July 2020	<input type="checkbox"/>
Giving Critical Performance Feedback	Thursday 5 March 2020	<input type="checkbox"/>	Regulating the Working Environment	Thursday 6 August 2020	<input type="checkbox"/>
Preparing Employment Contracts: Where do Employers go wrong?	Thursday 2 April 2020	<input type="checkbox"/>	High Performance Culture	Thursday 3 September 2020	<input type="checkbox"/>
Handling Conflict amongst Employees	Thursday 7 May 2020	<input type="checkbox"/>	Managing Unfit Workers	Thursday 1 October 2020	<input type="checkbox"/>
Dealing with Employees and their "Needs"	Thursday 4 June 2020	<input type="checkbox"/>	Developing an IR Strategy	Thursday 10 December 2020	<input type="checkbox"/>

## Venue

Each session will be held in our **Boardroom at Level 9 NAB House, 255 George Street, Sydney** from **12.30 to 2 pm**. There will be a limit on the number of attendees for each session so as to ensure maximum interactive learning for participants.

## Fees

The fee for attendance at an individual session is \$175 (\$140 for PCS Partnership and PCS Partnership Plus clients) or \$1400 for attendance at all ten sessions (\$1120 for PCS Partnership and PCS Partnership Plus clients). The session fee includes course materials and a sandwich lunch will be provided at all sessions.

## Participant details

Name	
Organisation	
Title	
Email	
Contact number	

## Payment Options

- Single Sessions @ \$175 or \$140 (PCS Partnership/PCS Partnership Plus clients) = \$ \_\_\_\_\_ ; or
- Entire Program @ \$1400 or \$1120 (PCS Partnership/PCS Partnership Plus clients) = \$ \_\_\_\_\_

CREDIT CARD DETAILS	
<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Amex (a 2% surcharge applies)	
Cardholder's name	
Card number	
Expiry date	
CCV	
DIRECT DEPOSIT DETAILS	
Account name	People & Culture Strategies Pty Ltd
BSB	062-000
Account number	16294513

Please return your completed form to [events@peopleculture.com.au](mailto:events@peopleculture.com.au)



Labour & Employment Law

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