



IN SCHOOL WORKSHOPS & TRAINING

with Positively Beaming

We can design and facilitate workshops to suit your need, your staff, your time frame and your budget. Why? Because we have been leaders in schools ourselves and we know how to keep it real! Our style is highly interactive and experiential, which means we get buy-in from even the most disengaged staff. Contact us to find out more.

WHO WE WORK WITH

- Leadership Teams
- MCS and Business Managers
- HOLAs and Teacher Leaders
- Teams of Teachers
- Education Assistants

WHAT WE BELIEVE

Collective teacher efficacy has the greatest impact on student achievement. Leaders and teachers are skilled, caring professionals who want to do their best for students. Sometimes what is missing is the understandings and processes for leading teams or working effectively together in teams.

Positively Beaming
Phone: +61 0401 679 344
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Positively
— BEAMING —

HOW WE WORK

Firstly you will have identified a professional learning need in your school for a target group (eg: PLC leaders or whole staff)

Now consider the list of possible topics or examples below to see if they suit your need.

Set up a call with Jenny to discuss your need and timeframes using this [link](#) or by emailing info@positivelybeaming.com.au

After speaking with you, we write a proposal outlining the recommended program, our fees, inclusions and terms & conditions. We send it to you for your consideration.

When you are happy, the project is "signed off", and the exciting work begins.

PROGRAMS

Most of our programs are modular and adaptable. This means they can stand alone as a single 2-hour workshop, or be joined together to form a half-day, whole day or spaced programs. Some **options** are below. When we speak, we will discuss what suits your context best.

TESTIMONIAL

"Jenny's skill and experience as a school leader and coach gives her a valuable insight into how to help others in school leadership positions to grow, develop, thrive and survive. I firmly recommend her programs to anyone seeking to be the best version of themselves in their current or future roles and who wish to help others to do the same."

- Michelle Columbus, Deputy Principal





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TOPICS AND OPTIONS

Leading Teams for HOLAs, Team Leaders of PLC's or POLTS

Modules may include:

- Getting everyone on the same page
- Setting expectations and norms
- Building trust and relationships
- Designing processes
 - Meeting agendas
 - Roles and responsibilities
 - Protocols
- Collaboration vs. Co-Blabberation
- Measuring the effectiveness of the team
- Monitoring the well-being of the team
- Decision making & problem solving tools
- A coaching approach to leading teams

Managing Education Assistants for MCS and Deputies

Modules may include:

- Roles and responsibilities
- Setting expectations
- Goal setting and performance development tools
- Managing teams of EAs
- Dealing with conflict

Challenging Conversations for Leaders, MCS

Modules may include:

- Preventing challenging conversations
- Understanding your emotional intelligence triggers
- Planning and preparing for the conversation
- Getting clear on the goal of the conversation
- Tools for conversations with a:
 - peer or
 - direct reports or
 - parents
- Understanding the Drama Triangle

Knowing Ourselves and Others to Build Great Teams (DiSC for Teams)

Modules may include:

- Understanding our own ways of working
- Understanding how others like to work
- Developing skills to work effectively with others
- Preventing conflict



TOPICS AND OPTIONS continued...

Working with Education Assistants for Teachers, LSC's, Student Services

Modules may include:

- Understanding the roles and responsibilities of teachers and EAs
- Setting expectations and processes
- Establishing good communication
- Understanding the working styles of people in your team
- Dealing with conflict

**CAN'T FIND WHAT YOU ARE
LOOKING FOR?**

Contact us and we can talk about
creating something just for you.
info@positivelybeaming.com.au

Professional Learning and Consultancy for Senior Leaders and Leadership Teams

Including:

- Starting Strong - building the foundations for success
- Building processes for effective Senior leadership teams, including meetings and communications that are productive and time efficient
- Team or individual coaching OR coach training
- Everything DiSC Management Assessment to assist the team in understanding the working styles of their colleagues to leverage strengths and diversity
- PRINT Assessment for personal leadership development
- Troubleshooting and problem solving