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# 27-28 NOV 2019

## LEAD MANAGEMENT WORKSHOP (2-days)

**27-28 Nov 2019**  
**(9am-5pm)**

**- Early Bird: \$470/-**  
**(By 15<sup>th</sup> Sep 2019)**

**- Regular: \$540/-**  
**(Closing: 20<sup>th</sup> Oct 2019)**

### Target Participants:

**Anyone who manages  
people, whether in a  
personal or professional  
capacity - managers,  
team leaders,  
supervisors, teachers,  
parents, principals, etc.**

**Synopsis:** Note that this workshop is an introduction to the ideas of Lead Management that is grounded in the internal psychology of Choice Theory and its practice in Reality Therapy – all of which are based on the ideas of Dr William Glasser, the world renowned psychiatrist and educator.

**A frequent scenario experienced by leaders/managers:** As manager of a group of people (family or team), you know that you need to have a difficult conversation with a member. You arrange to sit down and talk with them but if you could put it off or get someone else to have this discussion, you would! As the time approaches for the talk, a feeling of dread causes your physiology to play havoc with your stomach as the tension inside you increases. After the meeting, you are even more convinced that it is really hard leading people. “If only they would do things my way, everything would be alright.” You want to do the best you can but conversations like this make it hard to enjoy your role. That night (and maybe other nights), you are sleepless as you replay the events of the meeting and you start to blame and criticise the other person. And when this does not ease the tension in your mind, you blame and criticise yourself. Then you start to think, that maybe it is time to do something different.... Or just give up trying to be a genuine leader of people.

**During this two day workshop,** participants will gain information to help them manage others using Lead Management which is based on Dr William Glasser’s Choice Theory and its practice in Reality Therapy. According to Dr Glasser, managing other people is a complex relationship to engage in. This is because there is **your** agenda and there is the **other** person(s) agenda and they may be at odds although as the leader it is your job to find common ground. As a leader, if you are unsure how to manage these different agendas, then the scenario above will play out in some way, often blurring the boundaries between your personal and professional self, often to the detriment of both.

This workshop emphasises the pivotal importance of the Personal Practice of the Lead Manager and will help participants to enhance their interactions with those they manage.

## Learning Objectives:

Upon completion of this workshop, participants will be able to:

1. Define a Lead Manager as someone who has internalised Choice Theory and who uses Reality Therapy skills and Connecting Habits to work with those they lead.
2. Understand the difference between Counselling and Lead Management.
3. Identify Primary Systems of a Lead Manager:
  1. Personal Vision.
  2. Team Vision.
  3. Personal Practice.
4. Identify the Secondary Systems of a Lead Manager:
  4. Consensus Decision Making.
  5. Performance Agreement Process.
  6. Staff relationships, Standards for Service Delivery to Clients/Stakeholders

**Over the course of the two day workshop, participants will engage in discussion as well as short activities that introduce the practices used in Lead Management. Role play is an essential component of the workshop and participants will have opportunity to practice some of the skills involved in being a Lead Manager.**

## Trainer:

### Garry Garnaut



Garry has a B.Ed. and a Masters in Counselling. He is an Advanced Instructor for the William Glasser Institute.

Garry is married to Christine and they have four grown up children, two are married and they have 4 grandchildren. Christine continues to work in her career as a university researcher.

Garry's professional career has involved periods as a high school teacher, classroom consultant, counsellor, support services manager, school leader, and working in the private sector as a rehabilitation counsellor and as a group educator in communication and assertion skills. He ran his own private counselling and training practice for nearly 20 years. He has been teaching Bill Glasser's ideas in Choice Theory, Reality Therapy and Lead Management for nearly 30 years.

Garry retired from education in August 2012. In 2015, he retired from counselling and maintains a commitment to teaching Choice Theory, Reality Therapy and Lead Management as a Senior Instructor locally and overseas. He continues to do Life Coaching with individuals using Choice Theory.

Garry has learnt that being retired is a career in itself and he spends his time enjoying his marriage to Chris and family life, babysitting his grandchildren, house renovating, fishing, sailing and generally enjoying the benefits of retirement after a 40 year working career.

## **REGISTRATION FORM (Lead Management on 27-28 Nov 2019, 9am-5pm)**

Full name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Organization: \_\_\_\_\_

Occupation: \_\_\_\_\_

### **PAYMENT DETAILS (please indicate)**

- ☐ Early Bird: \$470 (**By 15<sup>th</sup> Sep 2019**)
- ☐ Regular: \$540 (**Closing date: 20<sup>th</sup> Oct 2019**)

*For other query, please email us  
at: [enquiry@in-focus.com.sg](mailto:enquiry@in-focus.com.sg)*

### **Pay by Cheque:**

Please write cheque payable to: **In Focus Counseling & Therapy Services**

Mail completed registration form and cheque to:

In Focus Counseling & Therapy Services, No. 150 Orchard Road #08-06 SINGAPORE 238841

Enclosed is my Cheque No: \_\_\_\_\_ Date of cheque: \_\_\_\_\_

*(Please note that registration can only be confirmed upon receiving payment. If you require e-invoice, kindly provide information on how the payment invoice is to be addressed in your organization).*

### **Pay to UEN No. 53035317B**

*(Please indicate your name and then email your completed registration form together with the following details to [enquiry@in-focus.com.sg](mailto:enquiry@in-focus.com.sg))*

Amount Paid: \_\_\_\_\_ Date of Payment: \_\_\_\_\_

### **Bank transfer to In Focus Counseling & Therapy Services**

Bank Details: UOB Novena Square Branch Code No. 016

Bank Account No. 339 305 0304

*(Please indicate your name when making bank transfer in order for us to trace payment made at the bank)*

Bank Transfer Date: \_\_\_\_\_ Amount: \_\_\_\_\_

### **E-invoice required:**

Organization name: \_\_\_\_\_ Amount: \_\_\_\_\_

Address: \_\_\_\_\_ Attention to: \_\_\_\_\_

Email: \_\_\_\_\_

**Cancellation/Withdrawal/Amendment policy:** All withdrawals must be made in writing. There will be 50% refund for withdrawals made provided that organizer receives written notice before the closing date. There will be no refunds for withdrawals made after the closing date. In Focus Counseling & Therapy Services reserves the right to make changes, divide class, refuse any entry or cancel the workshop as a result of unforeseen circumstances. Participants will be informed as early as possible.

**Consent:** I give my consent for In Focus Counseling & Therapy Services to collect, use and disclose the information for confidential and non-commercial purposes only, in accordance with the Personal Data Protection Act 2012. \* I understand and agree that the information provided above will be used by the organizer, In Focus Counseling & Therapy Services, for notification of training workshops and events organize by organizer. I trust that the information will be strictly used for the stated purposes. Further, I understand that an email may be sent to the organizer to remove my name from the mailing list in the event that I wish to stop receiving any notification.

I understand and hereby consent, signed: \_\_\_\_\_ Date: \_\_\_\_\_