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## **Invitation to Nominate** 2010 Program Outline and Application

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## Be Inspired

The LGPro Emerging Leaders Program (ELP) provides a unique year of leadership-focused activities and experiences designed to **develop and inspire emerging leaders in Local Government in Victoria.**

Based on a combination of expert input and an experiential learning model providing extensive interaction amongst participants, the key elements of the program include:

- Exposure to a broad range of experiences and observations
- Local Government case studies and relevant material that can be readily applied to daily leadership and management practices in a Local Government work environment
- An active role for participants in the management and implementation of the Program
- A “learning by doing” approach.

## The objectives of the ELP

The objectives of the program are to:

- Develop people who will lead Local Government in Victoria in the future
- Develop people who will lead at all levels in their Councils
- Provide an opportunity for participants to network with emerging leaders from different professions to build stronger links and understanding between professions
- Increase appreciation of the wider issues in Local Government in Victoria
- Utilise the resources of the Local Government sector to provide practical experiences of leadership within the Local Government context
- Provide training for emerging leaders that is not necessarily “management” focused
- Retain emerging leaders within the Local Government sector.



## What you can expect

Successful candidates can expect an intense, enriching year of seminars, visits, tours, discussions, interactive activity and debate. Participants will gain access to a cross section of leaders from within and outside the sector who will share their knowledge, expertise, insights and opinions.

Participants will explore their own values, beliefs, philosophies and prejudices through reflection and candid discussion and will learn from interaction with peers from professions and backgrounds different from their own.

Please note: To encourage open and frank discussion, the ELP adopts the [Chatham House Rule](#).

## What the sector can expect from you

As a participant you will:

- put your leadership learnings into practice as you work on challenges and opportunities that arise within the complex environments of Local Government and the communities we serve
- to express your thoughts and ideas and to act on the difference you'd like to make
- join the ELP Graduate Network and participate in ongoing projects and initiatives that contribute toward the common good of Local Government.

## Program Outline and dates

### Program Welcome Session and Dinner:

**18 February 2010**

The 2010 ELP will open with a Program Welcome Session which is designed to provide an opportunity for participants to meet each other and to review the program. The 2 hour session coincides with the 2010 LGPro Annual Conference Dinner at which the participants attend as guests of LGPro and are formally announced to the general assembly.

### Introductory Forum:

**11 & 12 March 2010**

The program will formally commence with a two-day residential Introductory Forum which will focus on the participants self awareness and self development as emerging leaders. The forum will include both individual and group work and practical applications covering the following topics:

- Contemporary leadership styles
- Understanding yourself as a leader
- Understanding and working with others
- Managing your own development
- Future directions
- Action planning, goal setting and motivation.

The desired outcomes of the Introductory Forum are to:

- Provide inspiration for new thinking and practices
- Enhance knowledge and understanding of “leadership”
- Explore contemporary thinking on leadership
- Enhance knowledge and skills in goal setting and motivation
- Provide a platform for the exchange of ideas and approaches to leadership and management.

**Participative Sessions:**

**April-November 2010**

Additional to the Welcome Session and Introductory Forum, the 2010 ELP comprises a further eight (8) “hands-on” participative sessions examining different aspects of leadership and incorporating content and activities relevant to emerging and current leaders in Local Government.

These one-day sessions are hosted by metropolitan, interface and rural Councils throughout Victoria. The dates, topics and objectives for the ELP participative Sessions in 2010 are:

	<b>Topic</b>	<b>Objective/Notes</b>	<b>Date</b>
1	Mentoring & Coaching (1/2 day session)	To examine the characteristics, benefits and relationships associated with mentoring and coaching activities.	<b>16 April 2010</b>
2	Local Government: The Political Context	To develop an understanding of the nature of Local Government, its relationship at State and Federal levels, and its operation in the political context.	<b>14 May 2010</b>
3	Leading & Communicating	To examine leadership and leadership style in the context of interaction and communication with peers, staff and the community.	<b>19 June 2010</b>
4	Community Engagement	To examine the issue of community engagement: What is it? Why do we have it? Is it worthwhile? What are the pitfalls? How can we do it better?	<b>16 July 2010</b>

5	Exposure to Local Government: Metropolitan Perspective	To examine the key issues/local solutions for metropolitan Local Government with particular reference to the political and operational perspectives.	<b>20 Aug 2010</b>
6	Exposure to Local Government: Rural Perspective	To examine the key issues/local solutions for rural Local Government with particular reference to the political and operational perspectives.	<b>18 Sept 2010</b>
7	Maintaining a Leading & Learning Perspective	To examine the skills and knowledge required for maintaining a fresh approach to leadership and learning, both as an individual and in regard to those you work with; keeping your leadership style relevant and up to date. In addition, there will also be an opportunity to explore your own career development and planning.	<b>16 Oct 2010</b>
8	'Participant Developed' Session	Participants to determine session objective and content.	<b>19 Nov 2010</b>

Whilst each session has a clear objective, the ELP participants will contribute to the planning, development and implementation of the sessions which is designed to contribute to the learning outcome.

### **Mentoring Relationship:**

**April 2010-February 2011**

Early in the program participants will be asked to nominate a mentor at senior management level to support their personal and professional growth by sharing their knowledge and insights throughout the duration of the Program.

As well as the mentoring arrangements negotiated between the mentor and participant, mentors will also be invited to join participants at certain intervals of the Program.

Nominees do not need to make any preliminary arrangements. Further information will be provided to successful nominees during the Program Welcome Session.

### **Project Deliverable:**

**31 December 2010**

In addition to the sessions, participants are assigned a group project in the form of development and presentation of a Project Report on a specified, pre-determined topic. The Project Report is to be provided to the ELP Steering Committee by 31



December 2010. The 2010 program will conclude with a group presentation of the Project Report to the 2011 LGPro Annual Conference assembly.

## Program time commitment

In addition to the scheduled requirements of the Program, participants will set their own agenda and decide their own time commitments for meeting and working on the project report. For past participants this additional time requirement has been up to an additional half to one full day per month over the duration of the Program.

These time commitments do not include incidental requirements such as mentor meetings or travel considerations which will vary for every participant.

Councils and in particular direct managers, should be supportive of the overall time commitment of the Program.

## Session outlines

While the format and content of every session is unique, most sessions will include expert guest speaker/s and a practical component targeting the completion of a group project that will be managed by program participants.

Further information will be provided to successful participants at the time of offer.

[Click here to view a previous ELP schedule](#)

## Credits for a masters program

Participants who attend the LGPro Emerging Leaders Program and successfully complete a set assessment task may be eligible for credit against an elective in the RMIT MBA Program for a period of 5 years.

Most recognised universities will give similar credit for completion of this program for a course within an accredited postgraduate Program. However, enrolment of participants into an MBA program would be subject to the usual entrance requirements, and all universities will have entry criteria regarding previous qualifications and work experience.

Participants with an interest in pursuing this option need to register their intention at the commencement of the Program.



## Who should apply

The LGPro Emerging Leaders Program is open to current leaders, to those who aspire to positions of leadership and to those who aspire to provide leadership in a particular area of interest.

Applicants are required to have **two (2) years' experience in Local Government**.

There are **no age restrictions** for selection to the program.

There are **no position or level requirements** for selection to the program.

The selected twenty-four "emerging leaders" will be from regional and metropolitan Councils from across Victoria and will represent a mix of professions, locations, age groups and gender.

## Program fees

The council fee for participation in the 2010 Emerging Leaders Program varies on the basis of Council Classification as follows:

The fee per participant for a small council is \$2,750.00\*

The fee per participant for a medium council is \$3,190.00\*

The fee per participant for a large council is \$3,630.00\*

**\*Prices inclusive of GST**

To confirm your council's classification please [click here](#)

The 2010 fees are the same as 2009 and provide for attendance and catering associated with all scheduled sessions including the 2010 Annual Conference Dinner, the 2 day residential Introductory Forum (meals & one night accommodation) and all program materials.

## Scholarships

LGPro is currently working with a State Government department and the Municipal Engineering Foundation Victoria to provide for a number of full and partial scholarships for people from smaller rural councils who are engaged in or associated with either economic development or engineering activities. If we are able to secure them, a further announcement will be sent.

If any of your nominations are dependent on receiving a scholarship, please indicate on the nomination form.



Should we receive more applications than we have scholarships, the Program Selection Panel will determine to whom the places will be awarded.

## Terms and Conditions

The Council organisation and in particular direct managers and CEOs, must be supportive of the participant's overall time commitment to the Program as demonstrated through the nominee and CEOs (or CEO's delegate) authorisation of the nomination.

ELP participants are expected to attend all sessions of the program.

Please note that the introductory forum is mandatory.

Before you complete application, it is important that **you read the criteria for nomination in the Nomination Form.**



## Selection criteria and process

### Complete, sign and return the application by Friday 20 November 2009

The Nomination Form can be downloaded at [www.lgpro.com/ELP/ELP2010](http://www.lgpro.com/ELP/ELP2010)

**Nomination Forms require authorisation by the CEO or an appointed CEO delegate.**

Participants will be selected from the applications received by a Selection Panel drawn from the Emerging Leaders Program Steering Committee.

Return your completed **original and four copies of the form with the original signed by the CEO or CEO delegate by 5.00pm Friday 20 November 2009** to LGPro:

Postal & Courier Address	Email
<i>Local Government Professionals Inc. PO Box 409 Suite 4, 27-33 Raglan Street South Melbourne Vic 3205</i>	<i><a href="mailto:info@lgpro.com">info@lgpro.com</a> When emailing, please save the document and email the saved document.</i>

### Receipt of Nomination

An acknowledgement of receipt will be emailed to the nominee within 48 hours of receipt of a nomination.

### Short listed candidates interviewed

The ELP selection panel will review all applications and short list candidates for interview. The brief (10-15 minutes) interview will be conducted over the phone.

Further advice is provided to short listed candidates within the first 3 weeks of the closing date for nominations.

### All applicants advised of the outcome

All applicants are advised of the outcome of their application in December.



Letters of offer are forwarded to the selected twenty-four (24) participants via the Council Chief Executive Officer.

Note: where an offer is declined, the placement is then offered to the next short listed nominee.

**Important Note: The LGPro Emerging Leaders Program is an initiative of LGPro. A panel appointed by LGPro will select program participants. The Selection Panel's decision will be final and no correspondence will be entered into in relation to their decision.**

## Nomination Form

For a copy of the Nomination Form, [click here](#) \_\_\_\_\_

## Further information

For further information or assistance regarding the ELP nomination process please contact the LGPro office on 03 9686 3833 or email [tonym@lgpro.com](mailto:tonym@lgpro.com) .