



Pathways Australia
Our mission is to help you achieve yours!

HR Management... The Essentials

Book online: pathwaysaustralia.com.au | Enquiries: 1300 212 212

'Powerful and refreshing could not stop taking notes with valuable comments. So many concepts running through my mind wanting to get back to the office and put things in motion - just stimulating!'

Danny Gibbs. Endeavour Foundation

Course overview:

This practical workshop will cover every aspect of Human resources management...from recruitment through to exit and everything in between.

You will learn how to develop a great organisation culture, what great team leaders do (and Don't do), how to manage performance and 'difficult behaviours', steps to building a great team and discover why most formal staff appraisal systems don't work ... and more!

When and where:

This course will be conducted at various State and Territory Capital Cities around Australia. All venues are inner City and easily accessible. Details are provided when you book.

For specific locations and dates please visit our website: www.pathwaysaustralia.com.au

The day commences at 9:30am and concludes at 3.30pm. Refreshments and lunch are provided.

We can also provide this as an in-house program tailored to your requirements.

Call our office on 1300 212 212 for further details.

See reverse side for program details.



What you will get: _____●

- ✓ Engaging and practical training
- ✓ A full set of electronic notes
- ✓ Morning tea & lunch provided
- ✓ Post-seminar telephone support

Attend if you are: _____●

- ✓ A human resources manager
- ✓ A divisional or department manager
- ✓ A CEO or senior executive
- ✓ A person wanting a role in human resources management

The program

- ✓ How to create a positive team culture
- ✓ The characteristics of highly performing teams
- ✓ The characteristics of great team leaders
- ✓ How to set and measure team goals and standards
- ✓ Re-building a damaged or broken team
- ✓ Why most 'appraisal' systems don't work
- ✓ What 'performance' should be assessed and how
- ✓ Why employee behaviour shouldn't be scored
- ✓ What performance management is and isn't
- ✓ How to have 'difficult' conversations
- ✓ Dealing with disruptive employees
- ✓ ...and much more!

Course fee: \$385 ex GST.

Book at least 3 people into this course and get a 10% discount. Use discount code **D10** when booking

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ENQUIRIES: 1300 212 212



Peter Holdsworth

B.Bus, MBA, FAIM, GAICD

Director, Pathways Australia

'Peter, I have completed numerous courses of this type at uni and AIM, but yours has been by far the best because it provided practical things to do not just theory. I loved it!'

Vicki Olman. The Benevolent Society

About your presenter: Peter Holdsworth has spent most of his professional career leading, managing and advising community service organisations so he has unique insights into what works and what doesn't...particularly in the art of management.

He has post graduate qualifications in management, is a Fellow of the Australian Institute of Management, a graduate of the Australian Institute of Company Directors and is a Churchill Fellow. He also sits on the boards of four community service organisations. His presentations are practical, engaging and memorable!