

Leadership Foundation

for Higher Education

Leading Your Technical Team Wednesday 14 - Friday 16 April 2010

Aims

Leading Your Technical Team (LYTT) will provide opportunities for an updating on issues of importance to supervisory/managerial technical staff from both academic and service areas, as well as examining a range of management/leadership skills and techniques.

Objectives

By the end of the three days it is intended that participants will have:

- identified the main management/leadership/supervisory skills required of them within their own working environment;
- gained information on topical issues, changes in higher education and current initiatives and developments which affect technical staff;
- reflected upon the issues affecting management and leadership in technical units, sections and departments;
- practised some leadership and management skills and identified ways to develop these skills further;
- had an opportunity to share, with fellow participants and presenters from a wide variety of higher education institutions, their views, experiences, expertise etc.

Participants

The course is intended for chief/principal technicians, laboratory/workshop managers, recently appointed departmental superintendents or senior colleagues from UK universities and colleges, who might now or in the future, have managerial responsibilities and are interested in developing their basic management/leadership skills. The course content will be practical in its approach and will be applicable to staff from academic and service areas within higher education. It is most important that participants are, wherever possible, residential and therefore available to attend the course throughout. There are a strictly limited number of places available and you are advised to apply early in order to secure a place.

Content

The programme will cover topics such as:

- roles and responsibilities
- leadership skills, including action-centred leadership
- training and staff development
- team-working

- managing change
- personnel problems/issues
- motivation

Course Convenor

Bob Hardwick, Programme Director, Leadership Foundation for Higher Education.

Venue

Stirling Management Centre, University of Stirling, SK9 4LA

Timing

From 12.00 noon on Wednesday 14 April to 12.00 noon (including lunch) on Friday 16 April 2010.

Fee

Member Institutions: £715 per person inclusive of all meals and en-suite accommodation (2 nights)*.

Non-Member Institutions: £890 per person inclusive of all meals and en-suite accommodation (2 nights).

*Your institution must be a member of the Leadership Foundation for the members' fee to apply.

Cancellations

Cancellations made **9 weeks or more** before the first day of the course – the full fee will be credited to the institution.

Cancellations made between **4 & 8 weeks before** the first day of the course – half the fee will be credited to the institution.

Cancellations made within **4 weeks** of the first day of the course – the full fee will be retained by the Leadership Foundation for Higher Education.

Full details of the Leadership Foundation cancellation policy can be found on our website www.lfhe.ac.uk

Applications

Completed application forms should be returned by **Friday 26 February 2010** to:

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