

Executive Leadership Series

Executive chairing and meeting skills

Kerry Packer once quipped that “meetings are events where minutes are taken and hours are wasted”.

This is unfortunately all too often the truth. Executives tend to spend hours every week on meetings, which may or may not be effective.

In workshops for mayors and councillors on effective chairing of council meetings, participants were often asked, “Does a good chairperson equal a good meeting and outcomes?”

The participants almost invariably said ‘yes’. This workshop will provide participants with the knowledge and skills to effectively chair and participate in meetings.

Executive Leadership Series

- Transforming your council’s culture
- Executive Leadership and management skills
- Coaching, mentoring and constructive feedback
- Recruiting and selecting the best people to your organisation
- Understanding key accounting and financial principles
- Code of conduct/conflict of interest and ethical leadership
- Steering councils through major change and uncertainty
- Long-term strategic and financial planning
- Good governance and community leadership

Course Details

Delivery:	Inhouse
Structure:	Interactive Workshop
Time:	Half ½ day
Class Size:	Max 15
Cost:	On request

The Trainer



With over 32 years’ experience in the human resources and management consulting fields, Narayan has provided a vast array of training and services to a range of organisations, including Local, State and Federal government agencies.

Narayan provides a very strong adult learning focus to his training. He ensures that it is experiential, practical and closely linked to workplace needs and realities.

He is also consistently described by clients as highly enthusiastic, creative and dynamic in his approach.