

O T A G O

CHAMBER OF COMMERCE

Business Vitality



Leadership Academy

Leadership Academy

VISION

Developing future Otago business leaders

MISSION

- To provide opportunities to develop future business/community leaders, to network, learn and be mentored.
- To impart the skills of business leadership with practical application.
- To develop the skills required for good governance.
- To encourage an ongoing commitment to Otago.

OUTCOME

The participant, at the completion of this programme, will have a good understanding of what is required to be a significant leader in the corporate environment of the business community.

They will have become part of a significant network of peers and will be an active member of the Otago Chamber of Commerce.

They will be actively involved in their community.

They will be better equipped for leadership within their own organisation, workplace or business.

CULTURE AND VALUES

- Self-motivated
- Freethinking
- Open to new ideas
- Commitment to self-development
- Integrity
- Commitment to team building
- Active participation
- Inclusive
- Innovative
- Visionary
- Social conscience and community involvement
- Articulate personal values/ethics
- Leadership in an environment of diversity
- Strong communication skills
- Strong time management skills
- Generosity of spirit

CRITERIA

The Leadership Academy is aimed toward people in the early stages of their career, who have some leadership experience and who have the potential for holding senior positions or governance roles.

- The leadership experience could be in either business or the community
- The participant will need to be self-motivated
- The participant should be able to develop both personal and business networks

This programme requires a time commitment through the day and requires both the employer and the participant to agree to and prioritise time for attendance of all of the sessions. All sessions must be attended for completion.

The programme will involve eight formal sessions that will be run over a four to six month period. There will also be networking functions out of hours for the participants with presenters, mentors and employers.

APPLICATION PROCESS

Anyone can apply to be part of the Leadership Academy but, due to the nature of the programme and a limited number of places, a selection process will take place. Each candidate is required to complete an application form, obtain a recommendation from an employer or other referee, and undertake an interview.

1. NOMINATION

- A person can be nominated for the Leadership Academy
- The nominee will then be approached by the Otago Chamber of Commerce to make an application

2. APPLICATION

Applications are open to individuals, the self-employed, business owners and employees who are nominated by their employer.

- An application form is required to be completed and signed by the candidate.
- The candidate must obtain their employer's signature to ensure the time commitment can be prioritised.
- The candidate must obtain a written recommendation from a referee, preferably an employer/supervisor or community leader.

3. INTERVIEW

- The candidate is interviewed
- The interview panel is made up of two people,
 - i) a representative from the Otago Chamber of Commerce Board
 - ii) the coordinator of the Leadership Academy

4. ACCEPTANCE

THE PROGRAMME

LEADERSHIP SESSION

- Leadership
 - What makes a good leader?
- Culture
- Values
 - In what ways do personal and corporate values influence your leadership?
- Vision
 - Why is it important to have vision?
 - How do values influence vision?
- Ethics
 - Describe circumstances where you have had to make difficult ethical decisions.
 - How did you come to make the particular decision?
 - What determined your ethical stance?
 - How important is it to develop a good team?
- Ego
 - The dangers of ego
- Humility
- Building team
- What lessons have you learnt along the way?

GOVERNANCE SESSION

- Governance
 - What is governance and why is it important?
(How does it differ from leadership or management?)
 - What are the essential requirements for good governance?
 - What is your experience of governance?
- Being a director
 - What does it mean to be a director of an organisation or business?
- The law
 - What are the legal implications of being in a governance role?
 - What risks are there?
- Board meetings
 - Describe your experience of formal communication.
 - What works well and what doesn't?
 - What preparation is required for a governance meeting?

MANAGEMENT SESSION

- Management
 - What is the role of Management?
- People management
 - What is the main thing to remember when managing people?
- Change management
 - How do you handle change?
 - What are some stumbling blocks to effective change?
- Financial systems
- Succession
 - The importance of succession

CIVIC GOVERNANCE SESSION

- City governance
 - How is the role of city governance different from corporate governance?
 - What skills are required to survive civic/national governance and politics?
- NZ Government
- Regional development
- Large corporate structure and systems
- What is the role of a senior public servant
 - The importance of public consultation and accountability

COMMUNICATION SESSION

- Communication
 - Dialogue vs conversation vs discussion vs debate
- Collaboration
- International relations
 - Dealing with cultures beyond NZ
- Using technology
 - Social media
 - How the use of social media is changing the way people communicate
- Dealing with the media
 - Using the media (press) to your own advantage
- Diplomacy
 - Unity through different views/agenda/opinions/values

PERSONAL DEVELOPMENT SESSION

- Importance of networking
 - Networking to create sustainable businesses and personal development
- Selling yourself
 - Developing self-confidence
- Career pathways
 - Personal goal setting, vision, career direction
- Decision making
- Ego and humility
 - The dangers of ego
- Personal integrity
 - Finding and using mentors
 - The importance of developing personal accountability structures and systems

BUSINESS DEVELOPMENT SESSION

- Building a business
 - Developing the idea
- Business planning and strategic planning
 - How business/strategic plans can help a business grow (more than just a document)
- Marketing
 - How good market research can lead to business success
- Innovation
 - Entrenching the innovative to ensure its success
- Corporate integrity
 - Measuring success – more than just a financial bottom line

COMMUNITY DEVELOPMENT SESSION

- Building community
 - Governance skills in community sector
- Social responsibility
 - The importance of getting involved – making a difference
- Community organisations
 - The similarity between commerce and community
- Not-for-profit management
 - “Not-for-profit” does not equal “no profit”
 - “Community organisation” does not equal lower standards of management.
 - Transparency in accountability systems in the community sector



MEMBERSHIP OF THE OTAGO CHAMBER OF COMMERCE

- By being accepted into the Leadership Academy the participant becomes a member of the Otago Chamber of Commerce, as an individual, and as such is entitled to its benefits and activities.
- This membership is to be renewed each year after completion of the Leadership Academy at the rate of the individual membership subscription at the time of renewal.
- The Otago Chamber of Commerce Membership Agreement does not have an expiry date written into it.
- The minimum membership duration is one year.
- Membership can only be resigned in writing and within one month of receipt of the annual renewal invoice.
- The Rules and Constitution of The Otago Chamber of Commerce are available on request.

OTHER TRAINING AND DEVELOPMENT PROGRAMMES

Participants are encouraged to participate in other training programmes run by the Otago Chamber of Commerce especially in the areas of:

- Community development (Not-for-Profit)
- Business development training
- Management development training
- Personal development training

(Note: there may be additional fees for these programmes)

TALENT POOL

Participants of the Leadership Academy are actively encouraged to be involved in community groups, school boards or other social responsibility groups at least as an active participant and, where there is opportunity, at governance board level.

RECOMMENDED READING

- Servant Leadership: a journey into the nature of legitimate power and greatness, by Robert K. Greenleaf, Larry C. Spears
- Synchronicity: The Inner Path of Leadership, by Joseph Jaworski, Betty S. Flowers
- Seven Habits of Highly Effective People, by Stephen R. Covey
- The 21 Irrefutable Laws of Leadership, by John C. Maxwell
- The One Minute Manager (series), by Kenneth H. Blanchard, Spencer Johnson
- The Tipping Point, by Malcolm Gladwell
- Be Quiet Be Heard, by Susan R Glaser and Peter A Glaser
- Linchpin; Tribes and The Purple Cow, by Seth Godin

WEB RESOURCES

- Leader to Leader - (Peter Drucker) <http://www.leadertoleader.org/>
- Jim Collins – (author of Good to Great) <http://www.jimcollins.com/>
- Te Puni Kokiri – (effective governance education) <http://governance.tpk.govt.nz/>
- Community Net Aotearoa – (information resource for NZ community and voluntary groups) <http://www.community.net.nz/>
- TED – (Ideas Worth Spreading) <http://www.ted.com>
- The Long Tail – (Chris Anderson (Wired) blog) <http://www.thelongtail.com/>
- Seth Godin – (author of Tribes) <http://sethgodin.typepad.com/>

CHATHAM HOUSE RULE

Due to the nature of the topics being presented and that real business and corporate experiences are being discussed all seminars in the Leadership Academy will be held under Chatham House Rule.

The Chatham House Rule states...

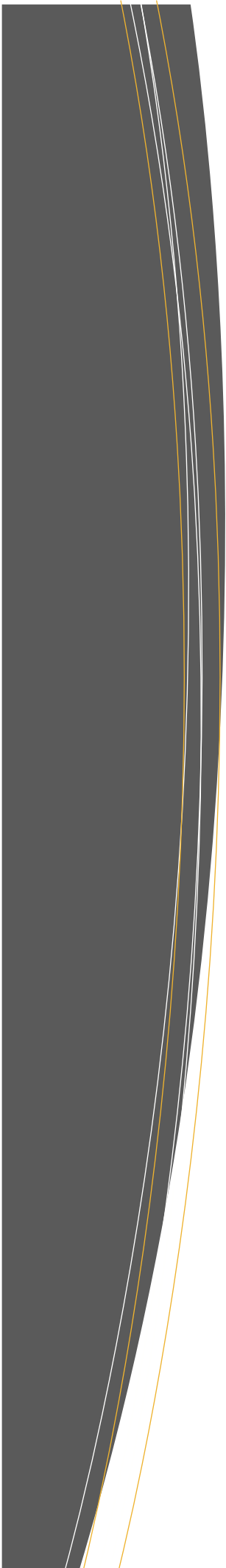
"When a meeting, or part thereof, is held under the Chatham House Rule, participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed".

Source: www.chathamhouse.org.uk/about/chathamhouserule/

DISCLAIMER

Any opinions or statements given in the Leadership Academy seminars are those of the individual presenters and do not necessarily represent the position of the Otago Chamber of Commerce. Information is presented as a guide only; it is not intended to replace legal or financial advice. It is recommended that you seek independent professional advice before acting on information presented.

NOTES



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