



Division of Critical Care - Frontline Leadership Program

Welcome to the Division of Critical Care, Frontline Leadership Program. We are delighted to offer you a position in the course commencing on March 22 2018.

The Critical Care Frontline Leadership Program has been developed by the Organisational Development Unit, in collaboration with the Division of Critical Care Frontline Leadership Program Working Party.

The structure and program content came about from an extensive consultation with frontline leaders, to ensure the program is customised to address issues and challenges faced by frontline leaders in an acute environment and to support frontline managers in their role as leader.

This program is comprised of 6 two hour modules. The content is evidence based, referencing current and contemporary leadership research. As much as possible, we have used this evidence and research to design practical activities to help the transference of learning to the workplace.

A calendar invite will be sent to you shortly confirming the date, time and location for each module for the dates of:

Module 1	22 March
Module 2	5 April
Module 3	19 April
Module 4	3 May
Module 5	17 May
Module 6	31 May

Throughout the modules there will be the opportunity to take the learning's from the frontline leadership program back to your unit and apply them to your day-to-day work through the 'take away activities'.

To get the most out of the course it is important that you are able to attend every module and commit to completing the "take away" activities. For this reason we request that you negotiate with your units Roster Manager to adjust your roster so that you are able to attend every module. Should you miss two (2) modules you may be unable to proceed.

For the first module, please consider your personal objectives for the program, as we will be asking you to share that with the group. You will also need to complete the VIA strengths online survey prior to attending module 1. You can access the survey from the below link:

<https://www.viacharacter.org/survey/account/register>

To participate in module 1 you will need to bring your printed survey results to the course and complete the pre-module reading that is attached to this email.

The course has been heavily subscribed and opportunities to participate are limited. If you anticipate that you will not be able to attend every session, please let us know immediately so that we can offer your position in this course to one of your colleagues. We will retain your EOI for the next available course.

If you have any concerns in the meantime, please contact the course facilitator via email at:

CriticalCareAdminTeam@act.gov.au

Sincerely,

Frontline Leadership Faculty

Division of Critical Care

Canberra Hospital & Health Services

ACT Health