



Effective Director Course

Take your seat with assurance

Course outline 2020

Effective Director Course

21
CPD hours
for the full
course

Is this course right for you?

This course is for:

- aspiring or newly appointed directors
- executives seeking director transition pathways
- directors wanting to refine their skills
- anyone needing to better understand the role and responsibilities of a director.

Exploring the role of the company director and the board's vital contribution towards organisational culture and sustainable governance, this course draws on theory, practice and the collective knowledge of the participants to simulate the board room experience.

Embracing a unique experiential learning design, the course is based around a hypothetical case study exploring:

- effective board practices and executive engagement
- acquiring information, including board packs, which provide the basis for sound decision-making
- board room dynamics impacting on both director and board effectiveness.

You will work towards a challenging simulated board meeting to practise your director skills. This includes a board room dinner to build realistic rapport within a simulated board and set the scene to optimise your learning experience.

Conclude the course by hearing from a director and executive recruitment specialist, and an experienced non-executive director, to formulate your next steps.

Module 1 High performing boards

7
CPD
hours

Understand the issues and challenges faced by a director on a board and find out how you can best prepare for and understand directorship in the current landscape, with the lens firmly on director capability.

Using the Tricker Model as an integrating framework, this module defines corporate governance and outlines how it operates in practice. Explore the boundaries between the board and the executive, the balance between conformance and performance, to ensure the appropriate level of monitoring and supervising of management activity.

Objectives

- Define corporate governance and outline how it operates in practice.
- Examine the role and core duties of directors and the board.
- Analyse the key attributes of a high-performing board.
- Discuss the link between the board and board performance.

Topics

- Board and governance foundations
- The practice of corporate governance
- The high performing board
- Practical matters — board meetings and board structure

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Module 2

Director dynamics

7
CPD
hours

Effective director conduct requires the development of softer skills to make you aware of the types of behaviour you may experience and will need as a director.

Self-awareness of your behaviour and communication styles and the impact of these on your director effectiveness is key.

This module includes a board room dinner.

Objectives

- Discuss board and director effectiveness and how these elements are assessed.
- Apply concepts such as communication progression and the Ladder of Inference to the role of the effective director.
- Recognise the different styles of communication and how these can be used effectively.
- Examine how acquiring information, active listening, asking the right questions, persuasion, influence and negotiation skills can be used to achieve the strategic vision and objectives of the organisation.

Topics

- Board and director effectiveness
- How directors communicate
- Acquiring information by listening
- Asking the right questions
- Persuasion, influence and negotiation
- Director effectiveness

Module 3

Practical skills: The board room experience

3
CPD
hours

Take part in a simulated board meeting using a hypothetical case study to put into practice the strategies and techniques you have covered in modules 1 and 2.

The pre-reading and attendance at a board room dinner will prepare you for this simulation. Guided by an expert facilitator, this experience will enhance your knowledge about effective director communication context, progression and quality. This session will allow you to develop a deeper understanding of how to influence board room discussion to raise issues that require elevation for exploration whilst maintaining a professional and respected presence.



The Effective Director Course provided me with an excellent balance of regulatory and governance theory with real life case studies of director behaviour and communication styles, which I can immediately apply to my current director role.

Richard Scott, Director of Geographies, Marketing, Communications and Business Development, Deloitte

Module 4

Acquiring a non-executive director role



Is a non-executive director role for you?
How do you position yourself to find a role?
What other pathways could you consider?

This facilitated session includes advice from a director and executive recruitment specialist. Hear about current trends in director recruitment and appointment. Learn from, and take the opportunity to question an experienced non-executive director about their pathway to success.

Objectives

- Understand your director potential.
- Uncover the possible pathways to directorship.
- Appreciate the many dimensions of personal profile development.
- Learn how to position yourself to stand out in the selection process.

Topics

- The importance of honest self-analysis and communicating personal identity
- Useful tips and guidance for building effective executive personal and digital presence
- Where to look and how to find opportunities
- Interviews and the selection process — preparation strategies, success factors, current trends



The Effective Director Course has allowed me to think about why I want to be a director, what kind of director I will be and the impact I can have on the companies I work with. Completing the Effective Director Course has given me the opportunity to equip myself with the necessary skills I need to become an effective director.

Renez Lammon, Assistant Principal, Casuarina Street Independent Primary School

Graduation

If you successfully complete the course and assessment tasks, you will graduate and become part of Effective Director Course Alumni, and qualify for membership of Governance Institute of Australia.

Modules 1, 2 and 4 of the course are also available for stand-alone registration.

Choose the learning experience that suits you — register in stand-alone modules to build your portfolio of credentials, or complete the whole course.

In-house delivery

We offer Effective Director Course via in-house facilitation — sending the experts to you. Choose the learning experience that suits your organisation. Select stand-alone modules or the whole course.

To discuss in-house options to suit your organisation, **please contact us on 1800 251 849.**

For further information on our governance and risk management training or to discuss your professional development needs, please contact one of our team members who will be happy to assist you.

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