



cubo

LEARNING AND
DEVELOPMENT

Aspiring Directors Two-Day Residential Course

Date: 19th & 20th March 2025

Location: Halifax Hall, University of Sheffield, Endcliffe Vale Road,
Sheffield S10 3ER

Prices: CUBO Members and Partners - £699 + VAT
Non-Members - £859 + VAT
Course fee includes 1 night's accommodation and all meals

Getting there: Halifax Hall is on the campus of the University of Sheffield. 15
Minutes in a taxi from Sheffield Railway Station. Free parking
available on campus.

- Nearest Train – Sheffield – 2.5 miles
- Nearest Airport – Manchester – 45 miles
- Free parking available on campus

Aspiring Directors is a leadership course from CUBO with specific relevance to the operational challenges facing universities. Fast-track your professional and personal development and build your professional network over two inspiring and stimulating days.

Programme Aim

The programme offers exclusive learning sessions with specific relevance to the operational challenges facing universities. The Aspiring Directors 'Class of 2025' will emerge more capable, confident and sought after, with a clear plan for achieving career success. You will also benefit from a close peer group network that will provide access to senior sector contacts.

Covering core leadership competencies, the programme offers coaching in techniques for leading strategic planning and influencing others, and provides tools for understanding organisational behaviour and change management.

Why should you attend?

This unique, innovative and bespoke residential learning programme combines learning, coaching and practical application, to help you sharpen your performance, develop your leadership skills and give you the clarity and passion to design the next phase of your career.

Who should attend?

This course is for ambitious higher education business leaders of the future: highly-motivated managers or recently appointed directors in commercial, campus or other professional services, in universities, colleges and partner organisations.

“

The presenters were knowledgeable and freely shared their experiences”

What will you get out of the course?

You will gain core leadership competencies, techniques for leading strategic planning and influencing others, tools for understanding organisational behaviour and change management, and confidence building interpersonal skills.

An inspiring and hugely rewarding two days, with an engaging mix of presentations, workshops, discussions, interviews and networking.

To ensure you get maximum benefit from the course, you'll be asked to complete a needs analysis in advance. This will be used to fine-tune the course content for all participants.

Course leaders

Your course leaders are expert trainers, practitioners and leaders in higher education commercial and campus services. Course facilitator is Julie Chew, MD of the Learning Train and a dynamic speaker, trainer, coach and presenter. Julie is a regular trainer for UCL among others.

Agenda (Subject to minor changes)

DAY 1 - Facilitated by Julie Chew, Managing Director, The Learning Train

10.00 - 10.30:

Registration, Arrival and Coffee

10.30 - 11.30:

Introductions and Aspirations

Overview of the programme, speakers and delegates. Expectations and identifying what you should expect to get out of your time. Gain an understanding of the skills, qualities and behaviours required to be a Director.

11.30 - 12.30:

The Role of a Leader

Investigate and understand the role of a leader and carry out a self-assessment using Robert Katz.

12.30 - 13.15:

Lunch

13.15 – 14.45:

Leadership Styles for Directors

Investigate the different leadership styles reflecting on their effectiveness and when to use them to gain the ultimate outcome.

14.45 – 15.00

Break

15.00– 15:45

Understanding Organisational Behaviour

Organisations are complex and involve many different relationships. This session will explore how to respond to different behaviours as a leader of people.

Kirsty Woodward, Director of Estates and Campus Services, University of Leicester

15.45 – 16.45

The Role of a Leader in Developing a Strong High Performing Team

Building a strong team starts with a talented, motivated leader who recognises the importance of the different roles each team member must play to ensure its success. You will gain a clear understanding of what a high performing team looks like, utilizing techniques to identify the different working and behavioural styles needed for a high performing team. You will be able to distinguish ways needed to manage individual relationships based on their working/behavioural style resulting in you being equipped to build robust, trusting relationships and effective succession planning.

15.00– 15:45

Strategy

Understanding the principles of strategic and operational planning using the Golden Thread to ensure the organisation's Vision, Mission and strategic objectives are translated into operational objectives.

19.00 - Late:

Drinks Reception and Dinner

“

A great networking event and a real opportunity to evaluate my style and behaviours and understand how I could make the transition to becoming a Director ”

DAY 2-Facilitated by Julie Chew, Managing Director, The Learning Train

07.30 - 09.30:

Breakfast

09.30 –11.00:

Understanding Self and Building Resilience

Key development tools will be explored to gain a pathway through for your future roles and responsibilities.

Building resilience – Resilient people do not experience less grief, anxiety or distress than others they are simply self-aware and have a survivor mentality with the ability to adopt mechanisms to handle the difficult situations. We will explore key tools and techniques including emotional intelligence, The Chimp Paradox, The Wheel of Life and start to populate growth plan.

11.00 – 11.15:

Break

11.15 - 12.30:

The Role of a Leader to identify the need for strategic change.

Change is inevitable to maintain an organisation's competitiveness and currency of practice. The role of a leader is critical to its success. Gain the skills to motivate for necessary change while overcoming barriers to resist it. Gain clear understanding of how to manage the organisation and its people through change with minimum disruption, using key tools to embed the organisation's agility to remain competitive.

12.30 - 13.15:

Lunch

13.15 - 14.15

Communication and Chairing Meetings

A practical insight into communicating with influencers and leaders in order to make key decisions. Understand the process of communication and the appropriate communication methods, developing key skills to communicate effectively to and the development of key skills to effectively chair meetings, including the key documentation and what should be included to ensure good governance and compliance.

14.15 – 15.00:

Navigating Leadership: Becoming a Director in Higher Education

Ian Jones, Deputy Director of Accommodation and Commercial Services, University of Sheffield

15.00 – 15.15:

Break

15.15 – 16.15

Influencing Others, Championing Self and Importance of Networking

Using key tools like the elevator pitch and social media to raise your profile and promote your area of responsibility, this session will build your confidence.

Attend a networking event where you will have the opportunity to promote yourself and your organisation through an elevator pitch approach.

16.15 – 16.30:

The need for personal reflection, development and goal setting

Pull all the learning together by commencing a growth plan and tool kit to take back to the workplace to continuously improve and achieve your goals and aspirations.

Close

The Trainers



Ian Jones

Ian is Deputy Director of Accommodation and Commercial Services at the University of Sheffield. He is an experienced Senior Manager with a demonstrated history of working in Accommodation, Hospitality, and Residence Life in the higher education sector.

Skilled in Strategic Planning, Contract Management, Budgeting, Project Management, Team Leadership, and Customer Service, Ian has an MBA focused in Business with Psychology from Sheffield Hallam.



Julie Chew

Julie Chew is Managing Director of the Learning Train and a dynamic speaker, trainer, coach and presenter. She is skilled in leadership, management and people development through blended learning, developing and coaching individuals and teams, including senior

leadership teams, to achieve their full potential. Julie uses innovation and humour to deliver effective training and development programmes to a wide range of audiences with outstanding results and feedback. Specialist areas include: human resources, motivation, team building, leadership, coaching and mentoring, strategic development and finance.



Kirsty Woodward

Kirsty joined the University of Leicester in 2010 and progressed from Deputy Director of Residential and Commercial Services to Director of Campus Services and now Director of Estates and Campus Services. She is the strategic lead for Accommodation; Print Services;

Leicester Conferences; Campus Operations, including Portering and Cleaning, Grounds and Gardens, Post, Fleet; and Security. Kirsty is also a Board Director of College Court Conference Centre and Leicester Services Partnership, (the Student Union and University catering partnership) and the University lead on Prevent. Kirsty is the current Chair of CUBO and has represented CUBO on the Board of the UUK/GuildHE Accommodation Code of Practice since October 2018. Prior to joining Leicester, Kirsty was a Senior Project Manager at the Russell Partnership, working with organisations such as the BBC and Goldman Sachs to improve their catering offer, as well as Leicester and other universities. Her early career was spent in hotels. She also spent ten years at the University of Warwick, firstly as Catering Manager and then as Head of Catering Services. Kirsty is a former winner of a Caterer and Hotelkeeper Acorn Award and was named Cost Sector Caterer of the Year in 2001. She received her MBA from the University of Leicester in January 2017, having combined her studies with a very busy job.

Still not sure?

Why don't you [contact us](#) and we'll be more than happy put you in touch with a past delegate who has benefited from attending this course.

BOOK HERE