



CONSULTANCY BRIEFS

A list of community services projects undertaken by Suzi Quixley since commencing her consultancy business in 1989 (as at 1 January 2009).

Contents

This is a sequential listing, beginning with the most recent briefs. It is updated annually. Details of work undertaken since the last update are available on request.

ESSQ was Suzi's sole business for 11 years (1989 - 1999). Between 2000 and 2007 Suzi undertook occasional consultancy work alongside other commitments (4 years employed as a lecturer in Singapore, then 4 years self-employed as an artist/retailer in Adelaide). In 2008 she returned to full time consultancy.

In addition to work outlined in the following, Suzi has worked with over 50 individuals. Clients have ranged from senior managers in large community organisations and government departments, to workers in small local agencies, across the Community Services and Health Industries. Services provided have included external supervision, debriefing, career planning, training, writing tuition, CV review and other personal/professional development. A number of PhD students have also sought her support with time management, motivation, planning and editing whilst in the writing phase of their thesis.

Suzi, through *ESSQ*, has also published widely in many areas of community services and health theory and practice.

Adelaide : 2008 (full time)

December 2008

Sisters Inside (SIS)
BRISBANE

RESEARCH/WRITING:

Write SIS's submission to the review of the Queensland Corrective Services Green Paper on Law Reform of Low Security Custody in Queensland, based on existing SIS documentation and additional research.

December 2008

Sisters Inside (SIS)
BRISBANE

INTERVIEWS/RESEARCH/WRITING:

Write SIS's submission to the United Nations Human Rights Council (following a call for submissions from the UN Special Rapporteur on Education) on breaches of women's right to education in Queensland (and other Australian) prisons. Based on interviews with criminalised women, existing SIS documentation and additional research.

October 2008

Southern Youth Workers Network
ADELAIDE

PUBLIC SPEAKING:

Give a breakfast speech entitled *A National ID Card for Young People?*, based on my experience living in Singapore and additional research.

November 2008

Youth Affairs Network of Queensland (YANQ)
BRISBANE

WORKER TRAINING:

Conduct a 2 day workshop for youth workers entitled *"Good Ethics" and How to Achieve Them*. The workshop explored how to improve individual worker ethics, and how to maximise ethical practice in youth work - at an organisational and sectoral level.

October 2008 - ongoing

Sisters Inside (SIS)
BRISBANE

WRITING:

Articulate the emerging SIS model of service for working with people with complex, inter-related needs.

October - November 2008

Deception Bay Community Youth Programs (DBCYP)
DECEPTION BAY, QLD

ORGANISATIONAL DEVELOPMENT/WRITING:

Compile existing data and draft DBCYP Organisational Framework. Conduct 2 day workshop to undertake 10 year review of DBCYP *Values and Vision*. Write final draft Organisational Framework, including DBCYP history, Values, Vision, Aims, Objectives, Code of Conduct and Model of Service.

October 2008

Sisters Inside (SIS)
BRISBANE

FACILITATION:

Facilitate a 1 day staff workshop on SIS Model of Service.

July - August 2008

South Australian Council of Social Service (SACOSS)
ADELAIDE

RESEARCH/WRITING:

Compile a detailed chapter on HR for (emerging) SACOSS Toolkit.

July 2008

Southern Adelaide Health
Department of Health
ADELAIDE

CONSULTATION/FACILITATION:

Facilitate an *Aboriginal Community Consultation and Information Session* on the future of Aboriginal Primary Health services in the Southern Adelaide Region, and its relationship to the (emerging) Marion GP Plus.

June - July 2008

Sisters Inside (SIS)
BRISBANE

RESEARCH/WRITING:

Write SIS's submission focused on how to improve family safety, to the National Council to Reduce Violence Against Women and Children, based on existing SIS documentation and additional research.

June - September 2008

Health and Community Services Complaints
Commissioner (HCSCC)
ADELAIDE

RESEARCH/WRITING:

Conduct consultation with several key bodies, and draft 3 documents - a DIY Complaints Kit for health service consumers, a DIY Complaints Kit for community services consumers and a guide for service providers on responding to consumer complaints.

June 2008

Sisters Inside (SIS)
BRISBANE

RESEARCH/WRITING:

Write SIS's submission in response to the FaHCSIA Green Paper on Homelessness, based on existing SIS documentation and additional research.

April 2008

Women's Legal Service (WLS)
ADELAIDE

FACILITATION/WRITING:

Facilitate a strategic planning day with staff and Management Committee members to develop the 2008-2010 WLS Community Legal Services Plan. Draft the detailed Year Plan based on workshop outcomes - including *Strategies*, *Operational Work Plan*, *Performance Indicators* and *Performance Targets* for each year.

March 2008

INCorrections Network
BRISBANE

FACILITATION:

Facilitate a planning day to explore the future structure and priorities of INCorrections, and discuss the best structural means to address prison-specific issues and broader human rights issues for criminalised people. (INCorrections is a network of organisations concerned about the social justice of the correctional system in Queensland.)

March 2008

Deception Bay Community Youth Programs
(DBCYP)
DECEPTION BAY, QLD

RESEARCH/NEGOTIATION/WRITING:

Interview all DBCYP staff and most Management Committee members to review the role of DBCYP Coordinator and ascertain the most effective structure for the senior organisational position. Write a detailed job description for the Coordinator/Manager position.

Adelaide : 2004 - 2007 (part time)

November 2007 - January 2008

Campaign Against Inappropriate Remand
(CAIR)
BRISBANE

RESEARCH/WRITING:

Compile a detailed discussion paper on young people on remand in Queensland youth prisons. (CAIR is a coalition of Indigenous/legal/youth/social justice community and church organisations.)

October 2007

Youth Affairs Council of SA (YACSA)
STATEWIDE - SA

PUBLIC SPEAKING:

Give a presentation as part of a forum entitled *Do South Australia's Youth Workers Need a Code of Ethics?*

October 2007

Deception Bay Community Youth Programs
(DBCYP)
DECEPTION BAY, QLD

WRITING:

Draft a revised Values Statement for the organisation, based on the Statement developed 10 years ago and the report of a workshop reviewing these values.

October 2007

Sisters Inside (SIS)
BRISBANE

WRITING:

Write an application for membership for the (Qld) Ministerial Advisory Committee on Domestic and Family Violence.

September-October 2007

Sisters Inside (SIS)
BRISBANE

RESEARCH/WRITING:

Write SIS's submission to the review of the Queensland Juvenile Justice Act, based on existing SIS documentation and additional research.

August 2007 - ongoing

Black Bream Consultancy
ADELAIDE

BUSINESS DEVELOPMENT:

Support Pilawuk (Principal Consultant) establishing this business, including assistance with administrative requirements, networking/referral and development of promotional materials/business information.

August-December 2007

Sisters Inside (SIS)
BRISBANE & TOWNSVILLE, QLD

RESEARCH/WRITING:

Compile the major evaluation report to the Commonwealth Government for a 2 year pilot project addressing homelessness amongst women released from prison in South East and North Queensland. Included articulating a model of service and presenting research findings.

June 2007

Sisters Inside (SIS)
DARWIN, NT

WORKER TRAINING:

Conduct a ½ day workshop at the SIS International Conference, held in Darwin. This followed the launch of the training kit *Working with Women with Lived Prison Experience*. The workshop included introducing the kit and exploring ways to make use of the resource within community organisations.

May 2007

Authors
SINGAPORE

EDITING:

Major edit of a research paper on improving Social Workers' responses to people with same sex attraction. (This is a sensitive paper in the Singapore context, where homosexual acts are illegal.) Also, providing feedback on draft article for publication in a USA professional journal.

April 2007

Tandanya National Aboriginal Cultural
Institute
ADELAIDE

PROFESSIONAL DEVELOPMENT:

Developing documentation and reporting models for the Education Program, including an application form for schools and income & expenditure statements.

April 2007

Youth Affairs Network of Qld (YANQ)
STATEWIDE - QLD

March 2007

Youth Affairs Network of Qld (YANQ)
STATEWIDE - QLD

March 2007

Sisters Inside. (SIS)
BRISBANE

January 2007

Youth Affairs Network of Qld (YANQ)
STATEWIDE - QLD

August 2006 - April 2007

Sisters Inside (SIS)
BRISBANE

August 2006

Deception Bay Community Youth Programs
(DBCYP)
DECEPTION BAY, QLD.

April 2006

Tandanya National Aboriginal Cultural
Institute
ADELAIDE

March-June 2006

Micah Projects
BRISBANE

March-May 2006

Sisters Inside (SIS)
BRISBANE

March-April 2006

Youth Affairs Network of Qld (YANQ)
STATEWIDE - QLD

February-April 2006

Sisters Inside (SIS)
BRISBANE

February 2006

Micah Projects
BRISBANE

RESEARCH:

Compile 2 short papers looking at youth work competencies - draft ideas on content of an entry level course and summary/analysis of key studies.

RESEARCH/WRITING:

Write an analytical paper on the implications of adopting a code of ethics in youth work at a state and national level.

WRITING:

Write a (successful) application for membership for the (national) Action Research Committee for the Reconnect Program (Department of Families, Community Services & Indigenous Affairs).

FACILITATION:

Conduct a 2 day workshop with staff and Management Committee, to develop future strategic directions for this youth sector peak body.

RESEARCH/WRITING/CONSULTATION/TRAINING:

Write a substantial national experiential learning resource for new workers with women pre and post imprisonment, including work-shopping a draft with experienced workers. Outcomes were the main kit and a shorter, stand-alone version.

RESEARCH/WRITING:

Research and write a detailed Grievance Policy.

PROFESSIONAL DEVELOPMENT:

Developing model for writing annual reports for the Education Program.

RESEARCH/WRITING:

Compile a draft policy/procedures manual for staff for the (new) Brisbane Homeless Service Centre.

WRITING:

Analyse the lead-up and outcomes of the Anti-Discrimination Commission Queensland's review of discrimination against women in prisons for 2 audiences - interested professionals and women in prison.

RESEARCH/WRITING:

Write an analytical paper on the role of peak bodies in the community services, and the wider Australian context.

EDITING:

Edit chapter on counselling women in prison with a history of sexual assault, for publication in a national collection of articles by sexual assault counsellors.

WRITING/DESIGN:

Compile a ready-to-print client information kit for the (new) Brisbane Homeless Service Centre.

April 2005

Reframing the Future, Department of
Further Education, Employment, Science &
Technology (SA)
NATIONAL

EDITING:

Technical edit of document for publication - *New Ways of Working in VET*.

Singapore : 2000 - 2003 (part time)

June 2003

National Council of Social Service (NCSS)
SINGAPORE

WORKER TRAINING:

Conduct a 1 day workshop on working with people with disabilities, as part of the *Social Services Fundamentals Program* for new industry workers.

May 2003

Ministry of Community Development &
Sport (MCDS)
SINGAPORE

WORKER TRAINING:

Conduct a 6 class module entitled *Volunteer Management*, as part of the Certificate in Centre Management (Aged Care), a course targeted at experienced workers seeking to move into management positions in aged care organisations.

March 2003

Ministry of Community Development &
Sport (MCDS)
SINGAPORE

WORKER TRAINING:

Conduct a 6 class module entitled *Participatory Human Relations Management*, as part of the Certificate in Centre Management (Aged Care).

April 2002

National Council of Social Service (NCSS)
SINGAPORE

PUBLIC SPEAKING:

Deliver speech entitled *What Will 'Make or Break' A Volunteer Management System?*, at workshop entitled *Volunteer Management: Partnership in Providing Quality Social Services*

July 2001

National Volunteer Centre (NVC)
SINGAPORE

PUBLIC SPEAKING:

Deliver speech entitled *How to Develop an Effective Volunteer Management System*, at the annual national conference on volunteering and philanthropy in Singapore.

May & June 2001

National Community Leadership Institute
(NACLI)
SINGAPORE

WORKER TRAINING:

Conduct 2 x (repeat) ½ day workshops with administrative and community services staff on *Managing Volunteers in the New Millennium*, exploring alternate/volunteer-centred approaches to volunteer management.

1999

December 1999

YACCA Network
BRISBANE

WORKER TRAINING:

Conduct a 1 day workshop on how Participatory Action Research could be applied within the YACCA Network.

November 1999

Caloundra Community Centre
CURRIMUNDI, QLD

CONSULTATION/ORGANISATIONAL DEVELOPMENT:

Undertake the *People in Partnership* Project aimed at developing clear future directions for the Centre for the next 10 years, including:

- Conduct developmental consultation workshops with 55 key stakeholders (38 organisations/interest groups).
- Facilitate a 2 day workshop with staff and Management Committee to process consultation findings and make decisions on overall direction and 3 year plan.
- Provide detailed internal and public reports on the outcomes.

November 1999

Gay Men's Health (GMH) & Information Services, ACSA
ADELAIDE

PROGRAM DEVELOPMENT:

Facilitate 2 day process to develop collaborative Working Model for 2 existing teams placed under a single Program Manager following organisational restructure.

October 1999

Dawn House
DARWIN

STAFF DEVELOPMENT:

Facilitate a 1 day workshop with staff exploring team cultural development.

October 1999

Corrugated Iron Youth Arts
DARWIN

ORGANISATIONAL DEVELOPMENT:

A 1 day workshop designed to enable participants to reconnect with the organisational framework developed in 1998, and develop possible models for the relationship between CIYA and the Indigenous Youth Arts Committee.

October 1999

Territory Health
DARWIN

WORKER TRAINING:

A 2 day workshop with NT Domestic Violence Workers, mainly focussed around skills in saying "no" (when appropriate) and different approaches to needs analysis.

August-December 1999

Sisters Inside (SIS)
BRISBANE

ORGANISATIONAL DEVELOPMENT:

6 days of workshops with Management Committee and staff, to develop the SIS organisational framework. All sessions were conducted under high security conditions in Brisbane Women's Correctional Centre, to allow a number of prisoners (Management Committee members) to participate in the process.

August-October 1999

People Living with HIV/AIDS - SA (PLWHA-SA)
ADELAIDE

DEVELOPMENTAL REVIEW:

Undertake a substantial review process, based on wide consultation with HIV+ and closely affected people which was then processed by a Working Group of staff and Board members. This included reflection on the past effectiveness of the organisation and its services and detailed organisational planning for improved service delivery in future. The Review was designed to develop a clear values base, ethics, vision, aims and key plans for the following 3 years.

August 1999

Women's Health Statewide
ADELAIDE

WRITING:

Develop 2 x submissions for reclassifications of senior staff, based on outcomes of April workshop which reviewed roles and decision-making authorities within the organisation.

July-August 1999

Gold Coast Youth Service
BURLEIGH HEADS, QLD

ORGANISATIONAL DEVELOPMENT:

A 2 day workshop on *Better Integrating Values within GCYS* with GCYS staff, designed to build on the organisational frameworks developed in 1996, and operational planning undertaken in 1998.

July 1999

Australian I.V. League (AIVL)
NATIONAL

ORGANISATIONAL DEVELOPMENT:

Facilitate a 4 day Strategic Planning Workshop to:

- Develop *Charter, Operational Principles, Mission, Vision and Objects* for AIVL.
- Begin planning *Key Result Areas* and *Priority Projects* for Hep C Infrastructural Funding over the following 12 months & 4 years.

July 1999

Women's Emergency Services Network (WESNET)
NATIONAL

FACILITATION:

Facilitate a ½ day workshop to process outstanding organisational issues within the Network.

June 1999

Positive Services, ACSA
ADELAIDE

FACILITATION/WRITING:

Undertake 2 weeks' intensive work with staff to articulate their ideas on a range of issues arising from the ACSA Draft Strategic Plan, and compile these as formal documents.

May 1999

Women's Legal Service
ADELAIDE

FACILITATION:

Conduct a 1 day workshop with Management Committee and staff to develop an annual strategic plan.

March-April 1999

Women's Health Statewide
ADELAIDE

MANAGEMENT DEVELOPMENT:

Work with the Management Team over several sessions to articulate the history of organisational management and develop roles and decision making authorities within the Team.

March 1999

Domestic Violence Action Group
PT LINCOLN, SA

FACILITATION:

Plan and facilitate a 1 day workshop with workers in the region, to enable them to respond to the report on DV Service Delivery on the Eyre Peninsula.

March 1999

Women's Legal Service
ADELAIDE

WORKER TRAINING:

Conduct a ½ day workshop with legal, administrative and community services staff on *Responding to Crisis Situations*.

February-September 1999

Youth Affairs Network of Qld (YANQ)
STATEWIDE - QLD

ORGANISATIONAL DEVELOPMENT:

Plan and facilitate a major review and development process with staff and management over a total of approximately 8 days of workshops. Included dealing with a period of significant change, and looking to the future through development of *Values, Vision, Charter, (new) Constitution and Objects*.

February & April 1999

Deception Bay Community Youth Programs (DBCYP)
DECEPTION BAY, QLD

ORGANISATIONAL DEVELOPMENT:

Facilitate 2 x 2 day workshops on *big picture* planning and functional planning with staff, as part of DBCYP's ongoing process of organisational development.

February 1999

ESSQ : a business-initiated program.
STATEWIDE - QLD

ADVANCED WORKER TRAINING:

A 5 day training program for highly experienced community services industry workers in Queensland. Held in Brisbane, the program focused on organisational development with community organisations. 9 self-funded workers from throughout Queensland attended by invitation.

November 1998

Youth Affairs Network of Qld (YANQ)
STATEWIDE - QLD

October 1998 - June 1999

Independent Advocacy
ADELAIDE

September 1998

Legal Services Commission
ADELAIDE

August-December 1998

Queensland Advocacy
BRISBANE

August 1998

Gold Coast Youth Service
GOLD COAST, QLD

August 1998

Health in Difference Conference Working
Group
ADELAIDE

July 1998

Australian Advocacy Network (AAN)
NATIONAL

June-December 1998

Gay & Homosexually Active Men's
Coordinating Group
ADELAIDE

June 1998

Peer Development Network, Anglicare NT
DARWIN

June 1998

SA Voice for Intravenous Education
(SAVIVE) & Gay Men's Health (GMH),
ACSA
ADELAIDE

INTERVIEWING:

Function as the independent member of the selection panel to appoint a new Director for the organisation.

ORGANISATIONAL DEVELOPMENT:

A substantial process of 1 and 2 day workshops, to deal with immediate issues within the organisation and develop an ongoing framework, comprising *Values, Vision, Objects* and *Charter*.

FACILITATION:

Facilitate a day with staff to articulate their response to the restructure of the Commission.

ORGANISATIONAL DEVELOPMENT:

Design, negotiate and facilitate a substantial development process with staff (including lawyers) and Management Committee (mainly people with disability). Process outcome was an organisational framework including a *Vision, Values, Charter, Mission* and material on internal organisational processes.

ORGANISATIONAL DEVELOPMENT:

Facilitate a 2 day workshop with staff looking at functional efficiency/effectiveness and accountabilities across the organisation. Conduct a shorter workshop with Management Committee re: their roles and responsibilities.

FACILITATION:

Support the Working Group to create a vision for this national conference to be held in Adelaide in October 1999.

ORGANISATIONAL DEVELOPMENT:

Facilitate a 2 day workshop with the Network Core Group to document their history and develop a working framework for the organisation over the next 5 years.

CONSULTATION & WRITING:

Consult widely with agency and individual stakeholders to ascertain key directions for services to gay men over the next 3 years, and develop a draft action plan.

WORKER TRAINING:

Provide a 1 day workshop for Network members entitled *Peer Development Skills*, focussed on techniques for learning from experience and constructive challenge.

FACILITATION:

Facilitate a joint .5 day workshop to enable better understanding of gay men who inject drugs.

May-June 1998

Corrugated Iron Youth Theatre
(later: Corrugated Iron Youth Arts Inc.)
DARWIN

ORGANISATIONAL DEVELOPMENT:

Design and facilitate a substantial process with staff and Advisory Committee (equivalent of 8 days of workshops plus stakeholder consultations) to develop a sound basis for incorporation. Included developing *Values, Vision, Aims, Constitution, Charter, Plans* and several policies.

May 1998

AIDS Council of SA
ADELAIDE

ORGANISATIONAL DEVELOPMENT:

Facilitate and document a 2 day process with the ACSA Management Team to develop draft organisational *Values* and *Vision*.

May 1998

Women's Legal Service Inc
ADELAIDE

FACILITATION:

Facilitate a 1 day Strategic Planning Workshop with staff and Management Committee members.

March-April 1998

Metropolitan Early Intervention Team
(MEIT), Adelaide Central Mission
ADELAIDE

WORKER TRAINING:

Provide professional development sessions for all regional staff teams re: implementing Action Research in their youth homeless pilot program.

March 1998

Tweed Valley Family and Youth Support
Service Inc.
TWEED HEADS, NSW

ORGANISATIONAL DEVELOPMENT:

Facilitate and document a 2 day workshop with staff and Management Committee re: developing a long term vision for the service.

February 1998

Independent Supported Accommodation
Service (ISAS)
ADELAIDE

FACILITATION:

Facilitate and document a planning day with Management Committee.

1997

December 1997- June 1998

Gay Men's Health (GMH), ACSA
ADELAIDE

PROGRAM DEVELOPMENT:

Design, facilitate and document a substantial development process (8 days of workshops and stakeholder consultations) to develop a firm basis for the program. Included developing *Values, Vision, Group Norms* and undertaking team building, planning and problem processing.

December 1997

Deception Bay Community Youth Programs
(DBCYP)
DECEPTION BAY, QLD

ORGANISATIONAL DEVELOPMENT:

Design, facilitate and document 2 days of joint workshops with Management Committee and staff, and 2 days of staff workshops, as part an organisational development process.

November-December 1997

10 urban and rural agencies in Adelaide,
Darwin and Alice Springs.
SA & NT

CONSULTATION:

Sub-contracted by Strategic Partners Pty Ltd (Melbourne) to contribute to design, conduct and document interviews with a range of innovative youth programs working with homeless youth to prevent crime and victimisation. Part of a study for the National Campaign Against Crime and Violence (NCACV), Attorney General's Department.

October 1997

Northern Rivers Social Development
Council
LISMORE, NSW

PUBLIC SPEAKING:

Contribute to SACS *On the Edge* Conference throughout the day, including providing detailed overview of findings and themes at conclusion.

October 1997

Pt Lincoln Women's Shelter
PT LINCOLN, SA

FACILITATION:

Facilitate a public workshop and staff/management workshop (total 1 day) about proposed changes to service directions.

September 1997

SA Voice for Intravenous Education
(SAVIVE), ACSA
ADELAIDE

FACILITATION:

Plan, facilitate and document annual planning day with staff and Program Committee members.

September 1997

Pre-School/Centre Based Care Unit,
Department of Education and Children's
Services
ADELAIDE

FACILITATION:

Conduct and document planning day for Unit staff.

August 1997

Logan Regional Resource Centre
BRISBANE

WORKER TRAINING:

Conduct 2 day workshop entitled *Dealing with Critical Incidents/Crises* and 1 day workshop on *Accountability*, for workers in the region.

July 1997 - December 1998

Prime Ministerial Youth Homeless
Taskforce
NATIONAL

TRAINING, CONSULTATION & FACILITATION:

As National Action Research Consultant, provide an ongoing service to Pilot Projects, Taskforce and the (Commonwealth) Department of Health & Family Services, including:

- Conduct *Action Research Info Line* (a 1800 number) for 2 days per month.
- Write substantial Quarterly Reports re: implementation of Action Research.
- Run workshops at regional *Good Practice* Forums.
- Provide advice to the Taskforce, through the Evaluation Sub-Committee.
- Comment on Action Research issues, needs and successes, through regular articles in newsletter and writing handouts on emerging concerns for Pilots.

July 1997

ESSQ: A business-initiated program.
STATEWIDE - QLD

WORKER TRAINING:

Conduct 2 day workshop for experienced facilitators and trainers in the community services. 15 self-funded workers from throughout Queensland attended by invitation.

June-July 1997

City of Salisbury
ADELAIDE

FACILITATION:

Plan, conduct and document a planning process for the St Kilda New Years Picnic Race Day Working Group over 2 nights.

June 1997

Gay Men's Health (GMH), ACSA
ADELAIDE

FACILITATION:

Facilitate and document planning day with staff and Program Committee.

May 1997

Connect, Anglicare NT
DARWIN

CONSULTATION:

Work with staff from this Youth Homelessness Pilot Program to design their Action Research strategy.

April-May 1997

Darwin Community Legal Service
DARWIN

RESEARCH/CONSULTATION/WRITING:

Conduct substantial review of the Domestic Violence Legal Help program. Based on a series of individual and group interviews (telephone and face-to-face) with a wide variety of stakeholders, including clients, police, staff, Management Committee and flanking agencies.

April 1997

Granite Belt Disability Action Group
(GBDAG)
STANTHORPE, QLD

FACILITATION:

Facilitate a 1 day workshop on discrimination against people with disabilities.

April 1997

Youth Bureau, Department of Youth, Sport
& Racing
TOOWOOMBA, QLD

FACILITATION:

Facilitate a 2 day Conference for over 100 young people from throughout the Region, to develop local projects.

April 1997

Metropolitan Early Intervention Team
(MEIT), Adelaide Central Mission
ADELAIDE

WORKER TRAINING:

Conduct a ½ day workshop on *Action Research* with program staff.

February-June 1997

Sex Industry Network (SIN), ACSA
ADELAIDE

PROGRAM DEVELOPMENT:

Conduct and document a substantial development process (4 x 1 day workshops). Included reviewing organisational *Values/Vision/Mission/Aims* and developing means of problem solving, decision making and action planning.

January-March 1997

Prime Ministerial Youth Homeless
Taskforce
NATIONAL

WRITING & TRAINING:

Develop a resource kit about Action Research and provide training to workers/agencies undertaking Youth Homelessness Pilot Projects throughout Australia.

January 1997

Independent Advocacy SA
ADELAIDE

FACILITATION:

Facilitate and document a one day cultural development workshop for staff and Management Committee members, with a focus on including new participants.

1996

December 1996

Youth Bureau, Department of Families,
Youth & Community Care
EMERALD, QLD

WORKER TRAINING:

Conduct and document a 3 day workshop entitled *Community Development with and for Young People*, for workers with young people and their support people in Central Queensland.

December 1996

Individual Participants
ROCKHAMPTON, QLD

WORKER TRAINING:

Conduct and document a workshop entitled *Beyond 'An Employee': Dilemmas for Consultants*, for community services and health workers considering self employment.

November 1996

Crime Prevention Unit (CPU),
Attorney General's Department
STATEWIDE - SA

FACILITATION:

Facilitate and document a 2 day *Professional Development Seminar* for Crime Prevention Project Officers from throughout South Australia.

November 1996 - February 1997

Port Youth Theatre Workshop
ADELAIDE

WRITING:

Co-author a guide for Coordinators to developing community arts projects involving Aboriginal communities, young people and police. (Builds on documentation project undertaken with PYTW in 1992/3.) Project undertaken jointly with Susan Ditter.

November 1996 - February 1997

Jack's House, Capricorn Youth Housing
ROCKHAMPTON, QLD

ORGANISATIONAL DEVELOPMENT:

Facilitate and document a substantial (2 x 2 day workshops and further 1:1 work) organisational/cultural development process with staff. Included developing organisational values, vision, aims, objectives and means of interacting, and review of policy material.

October 1996

Queensland University of Technology
(QUT)
BRISBANE

STUDENT TRAINING:

Conduct and document a 1 day workshop for Youth Work students entitled *Introduction to Counselling*.

October 1996

Deception Bay Community Youth Programs
(DBCYP)
DECEPTION BAY, QLD

FACILITATION:

Facilitate a 2 day Public Seminar entitled *Young People's Right to Use Public Space and be Involved in Youth Programs*.

October 1996

Women's Emergency Services Coalition
STATEWIDE - SA

FACILITATION:

Facilitate and document a 1 day workshop of the SAAP Domestic Violence Services Sector to develop a response to the *SAAP Domestic Violence Services Review*.

September 1996

HIV/AIDS Worker Training Project, Centre
of Personal Encounter (COPE)
ADELAIDE

WORKER TRAINING:

Conduct and document a 1 day workshop entitled *Getting Started ... Time/Workload/Self Management* for new workers in the HIV/AIDS sector.

August-October 1996

Girls Time Out
ROCKHAMPTON, QLD

ORGANISATIONAL DEVELOPMENT:

Conduct and document a substantial (7 day) organisational development process with staff and management committee members to develop GTO culture, vision, values, systems and plans.

August 1996

Project Challenge
ROCKHAMPTON, QLD

WORKER TRAINING:

Conduct and document a 2 day workshop entitled *A 'Power With' Approach to Short Term Helping* for community services and recreation workers in the region.

July 1996

Gold Coast Youth Service
GOLD COAST, QLD

ORGANISATIONAL DEVELOPMENT:

Facilitate and document a substantial organisational development process (4 days) with staff and management of the Service.

July 1996

Metropolitan Health Services Division,
SA Health Commission
ADELAIDE

FACILITATION:

Facilitate and document a 1 day workshop entitled *Blood and Body Fluid Exposure*, exploring services required in response to exposures. The workshop drew together workers/organisations from across the health, community services and other relevant industries.

June 1996

Cairns City Council
CAIRNS, QLD

WORKER TRAINING:

Conduct and document 3 day workshop entitled *In the Interests of Young People: Values, Ethics and Accountability*.

June 1996

YouthLink Inc.
CAIRNS, QLD

FACILITATION:

Facilitate and document a follow-on (from the above workshop) cultural/organisational development day for staff, looking at implementation of workshop learning at an agency level.

June 1996

Magnetic Island Youth Service Providers
TOWNSVILLE, QLD

WORKER TRAINING:

Conduct and document a 2 day workshop with workers from across the community services entitled *Conflict Processing*.

June 1996

Project Challenge
ROCKHAMPTON, QLD

WORKER TRAINING:

Conduct and document a 3 day program for community services workers entitled *Values, Accountability and Development with Community Organisations*.

May-October 1996

Deception Bay Community Youth Programs Inc. (DBCYP)
DECEPTION BAY, QLD

ORGANISATIONAL DEVELOPMENT:

Continue facilitation and documentation of substantial ongoing development process commenced in 1994 (3 x 2 day workshops) with DBCYP, including cultural briefing of new staff, detailed administrative planning, operational planning and problem solving.

May 1996

Western Areas Multicultural Youth Service (WAMYS)
ADELAIDE

PARTICIPANT TRAINING:

Conduct and document 2 x ½ day workshops on communication skills with young people involved in the WAMYS Transition Program.

May 1996

Youth Sector Training Council of Qld (YSTC-QLD)
STATEWIDE - QLD

WORKER TRAINING:

Conduct and document 2 x 2 day workshops entitled *A 'Power With' Approach to Short Term Counselling* with community services workers.

May 1996

Youth Bureau, Department of Families, Youth & Community Care
MACKAY, QLD

WORKER TRAINING:

Conduct and document a 1 day workshop for community services workers and students entitled *Community Development with and for Young People*.

March 1996

Sex Industry Network (SIN), ACSA
ADELAIDE

FACILITATION:

Conduct and document a 1 day planning process with staff and management members.

February 1996

Elizabeth/Munno Para Together Against Crime
ADELAIDE

FACILITATION:

Conduct and document a 1 day planning process with staff and management members.

February 1996

Port Employment Project
ADELAIDE

FACILITATION:

Conduct and document a 1 day planning process with staff.

February 1996

Workskil Inc
ADELAIDE

WORKER TRAINING:

Conduct and document a 2 day *Conducting Communication Skills Training for LEAP Courses* with community services and technical staff.

January 1996

Nunkawarrin Yunti
ADELAIDE

FACILITATION:

Conduct and document a 1 day discussion/review/ planning forum re: the future direction of the Nu-Hit project.

1995

December 1995

Independent Supported Accommodation Service (ISAS)
ADELAIDE

WRITING:

Write draft Job Description for Manager position, in consultation with Manager and Management Committee.

December 1995 - February 1996

The Outlook, Department of Family Services & Aboriginal and Islander Affairs
BOONAH, QLD

ORGANISATIONAL DEVELOPMENT:

Conduct and document substantial (7 days of workshops) organisational development process with Outlook staff.

November 1995

Youth Affairs Council of Vic (YACVIC)
STATEWIDE - VIC

WORKER TRAINING/PUBLIC SPEAKING:

Conduct and document a 2 hour workshop on issues of accountability for community agencies, and contribute to debate exploring issues of professionalism in the youth sector, at the State Youth Worker's conference.

November 1995 - February 1996

Adelaide Women's Community Health Centre (later: Women's Health Statewide)
ADELAIDE

ORGANISATIONAL DEVELOPMENT:

Conduct and document substantial (5 x 1 day workshops) organisational development process with staff, in the lead-up to the Centre becoming *Women's Health Statewide*.

November 1995

Mental Health Education Resource Centre
ADELAIDE

CHAIRING:

Co-plan and chair potentially volatile meeting to wind up the Association.

October 1995

Independent Supported Accommodation Service (ISAS)
ADELAIDE

FACILITATION:

Facilitate and document 1 day evaluation/planning process, with staff and management.

September 1995 - April 1996

Sex Industry Network (SIN), Second Storey Youth Health Service & Youth Sector Training Council of SA (YSTC-SA)
ADELAIDE

PROFESSIONAL SUPPORT/WRITING:

Assist multi-agency Steering Group and project worker to compile final report of study of the needs of young opportunistic sex workers in Adelaide.

August 1995

SA Voice for Intravenous Education (SAVIVE), ACSA
ADELAIDE

FACILITATION:

Facilitate and document 1 day review/planning workshop with volunteers, staff and Project Management Committee.

August 1995

City of Munno Para
ADELAIDE

FACILITATION:

Facilitate and document 1 day planning process for Community Development Team.

August 1995

The Outlook, Department of Family Services & Aboriginal and Islander Affairs
BOONAH, QLD

TRAINER TRAINING:

Conduct 4 day training program entitled *Advanced Facilitation Skills* for experienced Corporate and Community Sector trainers.

August 1995

Logan Regional Resource Centre
BRISBANE

WORKER TRAINING:

Conduct 2 day training program entitled *Involving Young People in Addressing their Own Needs*, for workers with young people in the Logan Region of Brisbane.

August 1995

Youth Sector Training Council of SA
(YSTC-SA)
ADELAIDE

WORKER TRAINING:

Conduct and document 2 day training program entitled *Advanced Counselling*, for community services workers in South Australia.

July 1995

Gympie Widgee Youth Services & Youth Bureau, Department of Tourism, Sport & Racing
GYMPIE, QLD

WORKER TRAINING:

Conduct and document 3 day training program entitled *Developing Community Organisations: A Collaboration between Participants, Staff and Management ... or ... You can't separate Planning and Practice!* for community workers in the North Coast Region.

June 1995

Office of the Public Advocate
ADELAIDE

FACILITATION:

Facilitate and document a 1 day review/planning process with staff.

May-June 1995

Family Planning Association of SA (FPA)
ADELAIDE

TEAM DEVELOPMENT:

Conduct preliminary interviews with members and facilitate/document 2 x ½ developmental sessions with Management Team.

May 1995

Adelaide Women's Community Health Centre
ADELAIDE

CONFLICT PROCESSING:

Facilitate process of conflict resolution within a work team.

April-June 1995

Gay and Lesbian Counselling Service
ADELAIDE

VOLUNTEER TRAINING:

Conduct and document a training program (8 x evening sessions) for experienced telephone counsellors making the transition to face-to-face counselling.

April-August 1995

Deception Bay Community Youth Programs (DBCYP)
DECEPTION BAY, QLD

ORGANISATIONAL DEVELOPMENT:

Conduct and document a substantial organisational development process (3 x 2 day workshops).

April 1995

Youth Bureau, Department of Tourism, Sport and Racing & Deception Bay Community Youth Programs (DBCYP)
BRISBANE

WORKER TRAINING:

Conduct and document a 5 day training program entitled *Young People and Collective Action*, focussed on issues of social change and social justice, predominantly for workers in Crime Prevention Programs.

March 1995

Women's Working Party, ACSA
ADELAIDE

FACILITATION:

Facilitate and document a 1 day planning workshop for group members.

February-May 1995

Family Planning Association of SA (FPA)
ADELAIDE

WORKER TRAINING:

Conduct and document a training program (3 x 1 day workshops) for staff involved with the Sexual Health Hotline.

February 1995

Elizabeth/Munno Para Together Against Crime
ADELAIDE

FACILITATION:

Facilitate and document a 1 day review/planning process with staff and management committee.

February 1995

Young Women and Children's Support
Service
ADELAIDE

ORGANISATIONAL DEVELOPMENT:

Conduct and document a 2 x 1 day values-focussed process with staff and management, to assist with the merger of two services into a single organisation

January-June 1995

HIV/AIDS Programs Unit,
SA Health Commission
ADELAIDE

RESEARCH/WRITING:

Design, implement and report on a study of the *Intermediate Care* needs of HIV+ people unable to live independently, but not requiring hospital-level care. Included qualitative research (substantial consultation with consumers/ service providers/other key stakeholders) and quantitative research (demonstration of demand and cost-benefit analysis). Undertaken jointly with Sharon Cheney.

1994

December 1994

Housing and Disability Alliance
ADELAIDE

CHAIRING:

Facilitate General Meeting to decide future organisational directions, following defunding.

November 1994

Youth Sector Training Council of SA
(YSTC-SA)
ADELAIDE

WORKER TRAINING:

Conduct a 2 day training program entitled *Introduction to Counselling* for workers with young people.

October-November 1994

Men on Men Advisory Group
ADELAIDE

ORGANISATIONAL DEVELOPMENT:

Facilitate consultative planning process with the Group and key stakeholders, over 2 days.

September 1994

Youth Affairs Network of Qld (YANQ)
STATEWIDE - QLD

WORKER TRAINING:

Conduct 3 workshops at the State Youth Affairs Conference (Hervey Bay), entitled *Accountability Redefined*, *'Rights' and 'Needs'*, and *Beyond Corporate Planning*.

July 1994

The Outlook, Department of Family
Services & Aboriginal and Islander Affairs
BOONAH, QLD

ORGANISATIONAL DEVELOPMENT:

Conduct a 3 day workshop on team work with the Youth Team.

July-December 1994

AIDS Council of SA (ACSA)
ADELAIDE

FULL TIME POSITION:

Working as Acting Manager of ACSA services to HIV+ individuals and groups for 5 months, during a period of significant transition and change.

June-August 1994

Co-operative Housing for Older Women
(CHOW)
ADELAIDE

FACILITATION:

Facilitate a series of meetings to develop organisational Bylaws with Cooperative members.

June 1994

Aboriginal Study Centre Program,
DETAFAE - Pt Augusta
STATEWIDE - SA

WRITING/RESEARCH/DISTANCE LEARNING:

Write external unit for Advanced Certificate in Community Services (Youth Work), entitled *Groups in Youth Work*, targeted at Aboriginal students living in rural/remote communities.

June 1994

Port Adelaide Central Mission
ADELAIDE

FACILITATION:

Conduct and document a 1 day planning process for the JPET program in the Western Suburbs.

May 1994

Far North Queensland FISP Network
CAIRNS, QLD

WORKER TRAINING:

Conduct needs analysis and 2 day training program on *Community Development* for workers in community centres, neighbourhood centres and family support services across Far North Queensland.

May 1994

Logan Regional Resource Centre &
Department of Tourism, Sport and Racing
BRISBANE

WORKER TRAINING:

Conduct and document a 1 day training program entitled *Issues for Young Women* for community services and health workers in the Logan City Region.

April-June 1994

Positive Living Centre (PLC), ACSA
ADELAIDE

ORGANISATIONAL DEVELOPMENT:

Facilitate and document a comprehensive (5 x 1 day) process to plan the purpose and future of the Centre.

March 1994

Housing Advisory Council Community
Committee, Department of Housing & Urban
Development
ADELAIDE

FACILITATION:

Co-plan, conduct and document community consultation process on the Draft 1994/5 State Housing Plan.

January-February 1994

SA Voice for Intravenous Education
(SAVIVE), ACSA
ADELAIDE

ORGANISATIONAL DEVELOPMENT:

Facilitate transition to new agency/staffing structure, using mix of individual interviews and meetings/workshops.

January 1994

Positive Living Centre (PLC), ACSA
ADELAIDE

FACILITATION:

Conduct and document a meeting of HIV+ people, to decide on short term allocation of Red Ribbon monies, and formulate an ongoing distribution policy.

1993

December 1993

Southern Fleurieu Youth Network
YANKALILLA/NORMANVILLE, SA

FACILITATION:

Facilitate and document a consultation with local young people re: their needs and priorities.

November 1993

Youth Sector Training Council of Tas
(YSTC-TAS)
HOBART

TRAINER TRAINING:

Conduct and document a 2 day training program entitled *Advanced Trainer Training* for experienced Community Services Industry trainers.

August-September 1993

Member organisations of North Qld Youth
Workers Network
FAR NORTH QLD

WORKER TRAINING:

Conduct and document a 2 day workshop on ideology/ethics in Mackay, Townsville, Cairns & Mt Isa.

August 1993 - January 1994

Housing and Disability Forum (later:
Housing and Disability Alliance)
STATEWIDE - SA

July 1993

Port Youth Theatre Workshop
ADELAIDE

June 1993 - February 1994

Independent Supported Accommodation
Service (ISAS)
ADELAIDE

May 1993

Youth Sector Training Council of NT
(YSTC-NT)
TERRITORY-WIDE - NT

May-June 1993

Youth Sector Training Council of SA
(YSTC-SA)
ADELAIDE

April 1993

Port Community Arts Centre
ADELAIDE

April 1993

Charles Sturt University & Victorian Country
Youth Affairs Network
NATIONAL

March-August 1993

Youth Sector Training Council of SA
(YSTC-SA)
ADELAIDE

March-August 1993

University of Technology Sydney (UTS)
NATIONAL

ORGANISATIONAL REVIEW/DEVELOPMENT:

In conjunction with the Executive, design and implement organisationally-initiated process of review and development:

- 5 x 1 day workshops with appointed *core group*, designing reflective evaluation process, collating historical data and undertaking strategic planning.
- Consultation with a range of stakeholders by meeting, questionnaire and interview.
- Writing draft and final reports.

FACILITATION:

Facilitate and document an annual (1 day) evaluation of 1992/3 goals and plan 1993/4 goals, with Management Committee and staff.

ORGANISATIONAL DEVELOPMENT:

Facilitate and document a major process of development (6 x 1 day workshops) with Management Committee and staff, including values/vision development, planning, staff development, policy review and management development.

TRAINER TRAINING:

Conduct follow-up training and evaluation day for *Introductory Trainer Training* program (held in August 1992).

WRITING:

Write chapter on experiential learning for *Trainers Collection* - a trainer training handbook distributed nationally.

CHAIRING:

Chair Annual General Meeting.

PUBLIC SPEAKING AND WORKER TRAINING:

Contribute to National Rural and Remote Youth Affairs Conference (*Choices and Chances*) in Wagga Wagga, NSW:

- Deliver Keynote Address on community change.
- Co-ordinate *Youth Worker Training* stream.
- Co-present *Housing* stream.
- Co-present *Consultation* workshop.

TRAINEE TRAINING:

Conduct and document a 4 days training program entitled *Critical Analysis* as part of the Youth Affairs Joblink program, for 20 trainees.

WRITING:

Sub-contract to UTS consultants undertaking project to identify national competencies for workers with young people. Write several reports/papers, including:

- Identifying and ordering competencies arising from 20 *critical incident* interviews conducted in 3 States.
- Drafting 4 x units of competency.
- Resourcing CDSAC Working Party and participating in reworking of drafts.
- Critiquing components of final drafts.

February 1993

Local Government Community Housing Program & The Head Injured Society of SA
ADELAIDE

CHAIRING:

Chair public meeting re: THISSA/LGCHOP program.

February-April 1993

Port Youth Theatre Workshop
ADELAIDE

ORGANISATIONAL DEVELOPMENT/TRAINING:

Provide training to staff and Management Committee, including the equivalent of:

- 2 days with whole group, developing roles and responsibilities of Management Committee.
- 1 day each of individual training with Chairperson and Minutes Secretary re: their role.

January-February 1993

Aboriginal Study Centre Program,
DETAFA - Pt Augusta
STATEWIDE - SA

WRITING/RESEARCH/DISTANCE LEARNING:

Write external unit for Advanced Certificate in Community Services (Youth Work), on *Understanding Young People*, targeted at Aboriginal students in rural/remote communities.

1992

November 1992 - December 1993

Port Youth Theatre Workshop
ADELAIDE

RESEARCH/WRITING:

Documentalist for *Panic Stations*, a collaborative theatre project between Aboriginal and non-Aboriginal, young people and police, on police/youth relations. Produce:

- Progress report.
- Final evaluation to funding bodies.
- Training kit for Police Department.
- Development report for PYTW Management Committee.

November 1992

Youth Sector Training Council of NSW
(YSTC-NSW)
SYDNEY & NEWCASTLE, NSW

WORKER TRAINING:

Conduct:

- 1 day follow-up for *Frameworks...* workshop (held in Sydney, April 1992).
- 3 day workshop on ideology/ethics, in Newcastle.
- 2 day workshop entitled *Feminist Youth Work* in Sydney.

October 1992

Inala Youth Service
BRISBANE

WORKER TRAINING:

Conduct 2 x 1 day workshops entitled *Gender Issues in Youth Work* for workers in the Inala Region.

October 1992

The Haven
TOOWOOMBA, QLD

ORGANISATIONAL DEVELOPMENT:

Conduct a 2 day workshop for staff and Management Committee, developing an agency philosophy.

October 1992

Young Women's Place
TOOWOOMBA, QLD

WORKER TRAINING:

Conduct 2 day workshop entitled *Gender Issues in Youth Work*, including practical focus on working with young women.

October 1992

Youth Affairs Network of Qld (YANQ)
STATEWIDE - QLD

PUBLIC SPEAKING:

Deliver Keynote Address at State Youth Affairs Conference, entitled *Questions of Ethics in Youth Work*.

October 1992

Inner City Youth Affairs Network
ADELAIDE

FACILITATION/TRAINING:

Conduct ½ day workshop on confidentiality.

August 1992 - April 1993

Port Community Arts Centre
ADELAIDE

July-August 1992

Youth Sector Training Council of NSW
(YSTC-NSW)
STATEWIDE - NSW

August 1992

Youth Sector Training Council of NT
(YSTC-NT)
TERRITORY-WIDE - NT

June 1992

Port Youth Theatre Workshop
ADELAIDE

April 1992

Youth Sector Training Council of NSW
(YSTC-NSW)
SYDNEY

March 1992

Youth Sector Training Council of Qld
(YSTC-QLD)
STATEWIDE - QLD

February 1992

Youth Sector Training Council of SA
(YSTC-SA)
STATEWIDE - SA

January 1992 - April 1993

National Youth Coalition for Housing
(NYCH)
NATIONAL

ORGANISATIONAL DEVELOPMENT/WRITING:

Facilitate comprehensive internal review, including:

- 5 x 1 day workshops with Board and staff.
- Progressive development of the *PCAC Pac*, covering agency values, vision, long term aims, 2 options x 3 year plans, review of Constitution, employment policy, organisational structure and staff Duty Statements.

WRITING/RESEARCH/DISTANCE LEARNING:

Develop a trainer's kit for a 6 day YSAAP Induction Training process, focussed on practical skills development for workers in youth housing services in NSW.

WORKER/TRAINER TRAINING:

- Conduct 2 day workshops on counselling for community services workers, in Alice Springs, Katherine & Darwin.
- Conduct 3 day *Introductory Trainer Training* in Darwin.

FACILITATION:

Conduct 1 day workshop for Management Committee to review 1991/2 Goals and develop 1992/3 Objectives.

WORKER TRAINING:

Conduct a 3½ day workshop for experienced youth workers, entitled *Frameworks for Youth Work Practice*, including practical skills development and ideology/ethics.

TRAINER TRAINING:

Conduct a 3 day *Advanced Trainer Training* stream for experienced trainers, at the Queensland Trainer's School.

PUBLIC SPEAKING:

Participate in a panel at State Youth Affairs Conference, looking at *Is Social Justice only about Disadvantage?* from a gender perspective.

RESEARCH/CONSULTATION/WRITING:

As Principal Consultant for this major study funded by the Commonwealth Youth Bureau, responsibilities included:

- Design a national study of youth needs in small rural and remote communities (focussed on housing, employment and education/training).
- Format consultation processes for use by Project Officers in each State/Territory.
- Support/resource State/Territory Project Officers.
- Compile findings of State/Territory consultations.
- Undertake literature/data review.
- Design and conduct consultations with national organisations and government departments.
- Design and conduct case studies in East Kimberley (WA), Jabiru (NT), Myrtleford/Bright (Vic), Smithton/Circular Head (Tas) and Jamestown (SA).
- Compile draft and final reports, focussing on the needs of ATSI and NESB young people and young women.
- Speak at report launch.

1991

December 1991

Youth Crime Prevention Project, Intra-City
Cooperative Action Group
ADELAIDE

TRAINING/FACILITATION:

Conduct ½ day meeting on models of youth leadership training.

November 1991

Youth Sector Training Council of SA
(YSTC-SA)
ADELAIDE

PUBLIC SPEAKING:

Member of Panel at *Quality Training 2* workshop on accountability and evaluation of trainers.

November 1991

Gay and Lesbian Counselling Service
ADELAIDE

VOLUNTEER TRAINING:

Conduct an in-service training session on involvement of women in the service.

October-November 1991

Employment Access Branch,
(Commonwealth) Department of
Employment, Education and Training
NATIONAL

FACILITATION:

Facilitate the *National Consultation on Tendering Processes for Labour Market Programs*, for CES Advisory Committee:

- Design and document a process for use at State/Territory and Area level.
- Facilitate 7 x 1 day State/Territory consultations.

October-November 1991

Youth Sector Training Council of SA
(YSTC-SA)
STATEWIDE - SA

WRITING:

Compile a training needs analysis for YSAAP workers.

September 1991

Port Youth Theatre Workshop
ADELAIDE

FACILITATION:

Conduct 1 day agency planning process.

September 1991

SA Council of Social Service (SACOSS)
ADELAIDE

WORKER TRAINING:

Conduct 2 day workshop entitled *Running a Good Program*.

August-September 1991

Pilbara Youth Services, Derby
Neighbourhood House & East Kimberley
Youth Services
PILBARA & KIMBERLEY, WA

WORKER, VOLUNTEER & MANAGEMENT TRAINING:

A series of workshops for government and non-government community services personnel, including:

- 3 day trainer training program (Regional, Karratha).
- 1 day regional workshops on philosophy/ethics (Dampier) young women & self esteem (Roebourne).
- 2 x 1 day workshops in Derby entitled *Conducting a Workshop* and *Community-based Management*.
- ½ day Management Committee development in Wyndham.
- 1½ days Management Committee development, 1 day staff development and ½ day volunteer training in Kununurra.
- 1 day staff development and ½ day Management Committee development in Halls Creek.
- 2 x ½ day workshops entitled *Assertiveness & Confidence for Young People* (Wyndham & Kununurra).

July 1991

Rockhampton Youth Forum
ROCKHAMPTON, QLD

June 1991

Youth Sector Training Program (YSTP)
STATEWIDE - QLD

June 1991

Women's House
BRISBANE

June-July 1991

Youth Sector Training Council of Qld
(YSTC-QLD)
STATEWIDE - QLD

June 1991

Eastern Region Family Day Care,
Children's Services Office
ADELAIDE

May 1991

Youth Action and Policy Association of
NSW (YAPA)
STATEWIDE - NSW

May 1991

The Secretariat, National Community
Services Industry Training Steering Group
SYDNEY

April-May 1991

Youth Sector Training Council of NT
(YSTC-NT)
TERRITORY-WIDE - NT

April-May 1991

Youth Sector Training Council of WA
(YSTC-WA) & Department of Employment
and Training
PERTH

WORKER TRAINING:

Conduct a 2 day counselling skills workshop, and 1 day workshops on ideology/ethics, group dynamics and working with young women.

TRAINER TRAINING:

A 1 day workshop for practicing trainers on *Experiential Learning*.

WORKER/MANAGEMENT TRAINING:

A 1 day workshop on linking service philosophy and working collectively.

WORKER TRAINING:

A series of workshops for workers from throughout Queensland:

- 2 days on counselling skills (Brisbane).
- 1 day on young women's issues, ethics/philosophy and supervision (Brisbane).
- 1 day on group dynamics (Gold Coast).

WORKER TRAINING/FACILITATION:

½ day workshop entitled *Dealing with Change*.

PUBLIC SPEAKING/CHAIRING/WORKER TRAINING:

Contribute to YAPA State Conference:

- Contribute to panel entitled *Why Youthwork?*, providing input from a *social analysis* perspective.
- Chair a debate on youth participation.
- Conduct a 1½ hour workshop entitled *Working with Young Women*.

CONSULTATION:

Facilitate a discussion on designing processes for decision making in conflict settings.

PUBLIC SPEAKING & WORKER TRAINING:

Contribute to NT Youth Affairs Conference

- 2 x keynote addresses - *From Recreation to Welfare: Where to Now?* and *Gender Issues in the Youth Field*
- 1 day workshops on *Introduction to 1:1 Work* and principles/parameters in working with young women.

Conduct local workshops:

- 1 day on self esteem, confidence & conflict resolution (SAAP workers, Alice Springs).
- 1 day on helping skills (SAAP workers, Katherine).
- 2 days on helping skills (SAAP workers, Darwin).
- 2 x (repeat) ½ day workshops with Darwin Public Library staff on conflict resolution with young people.

TRAINER TRAINING:

A 3 day workshop for Joblink staff.

April 1991

Public Sector Union
ADELAIDE

WORKER TRAINING:

2 x ½ day workshops on counselling skills and issues in industrial advocacy settings.

April 1991

Eastern Region, Children's Services Office
ADELAIDE

PUBLIC SPEAKING:

Address to Pre-school Teachers' Conference entitled *Dealing with Change*

March 1991

Youth Sector Training Council of SA
(YSTC-SA)
STATEWIDE - SA

**PUBLIC SPEAKING & WORKER TRAINING/
FACILITATION:**

Contribute to the *Ethics and Standards* Conference through:

- Participating in a debate on the role of a *Code of Ethics* in youth work.
- Conducting a 2 hour workshop entitled *Impact of Beliefs on Practice*.
- Facilitating a small groups as part of the *Dilemmas Game*

March 1991 - January 1994

Judith House
ADELAIDE

CASUAL RELIEF WORK:

Working face-to-face with young women who have been abused, in a long term shelter setting (over 3 years).

February 1991

Parks Community Centre
ADELAIDE

WORKER TRAINING:

1½ days of workshops with Sports Centre staff re: dealing with crisis situations, and responding to management.

February 1991

SHAUN Community Centre
ADELAIDE

FACILITATION/TRAINING:

Conduct a 1 day planning workshop for the Centre, with Management Committee and staff.

1990

December 1990 - June 1991

Department of Employment, Technical and Further Education & Youth Sector Training Council of SA (YSTC-SA)
STATEWIDE - SA

CONSULTATION/WRITING:

Develop curriculum for Certificate in Community Services (Youth), later titled *Advanced Certificate in Community Services (Youth Work)*, including:

- Design and facilitate field-wide *Curriculum Development Day*.
- Executive Officer to Course Advisory Group.
- Write draft and final curriculum document (published).
- Participate in review/editing weekend.

November 1990

South Australian Council of Social Service (SACOSS)
STATEWIDE - SA

WORKER TRAINING:

2 x (repeat) 2 day workshops entitled *Developing a Good Program* for government and non-government community services workers.

November 1990

Parks Community Centre
ADELAIDE

FACILITATION:

Facilitate small groups of staff and community members, as part of the process of developing a Corporate Plan for the Centre.

October 1990

Youth Involvement Council
PT HEDLAND, WA

September 1990

Paraburdoo/Tom Price Youth Support
Association
PARABURDOO & TOM PRICE, WA

September 1990

Karratha Youth Support Service (KYSS)
KARRATHA, WA

September 1990

Youth Accommodation Karratha (YAK)
KARRATHA, WA

September 1990

Youth Affairs Council of WA (YACWA) &
Youth Sector Training Council of WA
(YSTC-WA)
STATEWIDE - WA

September 1990

Attorney General's Department
ADELAIDE

August 1990

Youth Sector Training Council of WA
(YSTC-WA)
PERTH

August 1990 to January 1991

Edith Cowan University
NATIONAL

July 1990

Youth Sector Training Council of WA
(YSTC-WA)
PERTH

July-October 1990

Judith House
ADELAIDE

July 1990

Youth Sector Training Council of SA
(YSTC-SA)
ADELAIDE

June-September 1990

Streetlink
ADELAIDE

June 1990

SA Council of Social Service (SACOSS)
ADELAIDE

WORKER TRAINING:

2 x ½ day workshops - one on counselling and the other on integrating activities and development in a drop-in setting.

WORKER/VOLUNTEER TRAINING:

Conduct 2 x ½ day workshops on assertiveness and a 1 day workshop on problem solving.

STAFF DEVELOPMENT:

1 day workshop helping workers to link personal and agency philosophies.

ORGANISATIONAL DEVELOPMENT:

A 1½ day workshop on developing YAK agency philosophy and a ½ day workshop on crisis counselling.

MODERATING & WORKER TRAINING:

Contribute to the WA Annual Youth Workers Conference through:

- Designing and moderating a *Hypothetical* on youth work in the year 2000.
- Conducting ½ day workshops on ideology, gender issues and counselling skills.

CHAIRING:

Chair a 1 day Western Regional Crime Prevention Seminar.

WORKER TRAINING:

Plan and conduct a 1 day introductory program for new workers entitled *Communicating with Young People*

WRITING/RESEARCH/DISTANCE LEARNING:

Design and write all unit material for 2nd Year level External Unit: *YWK2235: Helping Skills in Youth Work*

TRAINER TRAINING:

Plan and conduct the majority of a 2 day program entitled *Train-the-Trainers II*

WORKER/MANAGEMENT TRAINING:

1½ day workshop on issues of competition and power in collectives.

WORKER TRAINING:

Conduct a 1 day program on resolving conflict and development of conflict resolution skills/strategies for a SkillShare Project.

EDITING:

Undertake technical edit and provide feedback on public report.

WORKER TRAINING:

1 day workshop entitled *Developing a Good Program*.

June 1990

Youth Sector Training Council of SA
(YSTC-SA)
STATEWIDE - SA

May 1990

(Commonwealth) Department of
Employment, Education and Training
NATIONAL

May-November 1990

Tea Tree Gully Teenage Accommodation
Project
ADELAIDE

May-June 1990

Conyngham Street Community Childcare
Centre
ADELAIDE

April 1990

SA College of Advanced Education
(SACAE) & Craft Council of SA
ADELAIDE

March 1990

Dunant House, Australian Red Cross
ADELAIDE

February 1990

Para Districts Housing Service
ADELAIDE

January-April 1990

SkillShare Training Project, YSTC-SA
ADELAIDE

WRITING/RESEARCH/DISTANCE LEARNING:

Write a self-directed learning/resource kit entitled
Research for Planning Youth Programs for SkillShare
projects.

WORKER TRAINING:

Co-plan and conduct a 4 day training/orientation process
for workers employed under *Special Grants to Work with
Disadvantaged Youth* program. Included development of
a board game. (Undertaken jointly with Lindsay Holmes,
National Youth Bureau.)

ORGANISATIONAL DEVELOPMENT:

Series of ½ day training/development sessions during
planning/review of the agency.

STAFF DEVELOPMENT:

Support in dealing with a process of change.

PUBLIC SPEAKING:

A lecture on group work for cross-campus students
involved with Collaborations Week.

CASUAL RELIEF WORK:

Casual face-to-face work at a medium/long term mixed
youth shelter.

ORGANISATIONAL DEVELOPMENT:

Negotiate, plan and conduct a 1 day planning process with
Management Committee and staff.

RESEARCH & WORKER TRAINING:

- Research SkillShare personnel training needs within
the youth sector.
- Plan and conduct a 1 day training program for
SkillShare staff entitled *Research for Youth Programs*.

1989

December 1989 - September 1991

Australian Federation of Youth Sector
Training Councils (AFYSTC)
NATIONAL

December 1989

Family Planning Association (FPA), Second
Storey Youth Health Centre & AIDS
Education Project, YSTC-SA
ADELAIDE

December 1989

AIDS Education Project, YSTC-SA
ADELAIDE

CONSULTATION/REPRESENTATION:

Represent the Youth Sector on the (renamed) National
Community Services Industry Training Steering Group.

FACILITATION:

Facilitate ½ day debrief meeting on the youth component of
World AIDS Day.

WORKER TRAINING:

Conduct a ½ day workshop re developing proactive AIDS
education strategies

December 1989 - September 1990

Joyce Schulz House, Australian Red Cross
ADELAIDE

CASUAL RELIEF WORK:

Work with young women in a crisis shelter.

December 1989 - June 1990

Youth Housing Network
STATEWIDE - SA

RESEARCH & PUBLIC SPEAKING:

- Research the role of non-government youth housing sector in accommodating under 16 year olds, and compile an analytical report.
- Provide input to Working Party on strategies for promoting the report.
- Speak at the media launch of the report.

November 1989

Youth Affairs Council of SA (YACSA)
STATEWIDE - SA

WORKER TRAINING:

Conduct a 1½ hour workshop for rural youth workers re: networking.

November 1989

Youth Sector Training Council of ACT
(YSTC-ACT)
CANBERRA

WORKER TRAINING:

Conduct a 3 day training program on counselling skills

August-November 1989

Gully Youth Service
ADELAIDE

FACILITATION:

Structured supervision/training for worker compiling report of 3 year pilot project.

September-October 1989

Youth Affairs Council of SA (YACSA)
ADELAIDE

RESEARCH/WRITING:

Research the nature, number and distribution of paid and unpaid youth sector workers in the SA non-government field, and document findings.

August 1989

ACT Workers with Youth Network
(ACTWWYN)
CANBERRA

WORKER TRAINING & FACILITATION:

At the ACT Worker's Conference:

- Conduct workshops on group work and helping skills.
- Chair the Conference plenary session.

July 1989

WA Council for Youth Work Training
(later: YSTC-WA)
STATEWIDE - WA

WORKER TRAINING:

Conduct a 1 day introductory trainer training workshop.

June-December 1989

Community Programs Branch,
(Commonwealth) Department of
Employment, Education & Training
NATIONAL

RESEARCH/WRITING:

- Consult with SkillShare personnel in 3 States, DEET staff and National SkillShare Association.
- Write a report on innovative ideas and barriers to innovation within SkillShare.
- Compile a handbook for SkillShare Managers on innovation within SkillShare.

May-June 1989

AVAGO Employment Program
ADELAIDE

PARTICIPANT TRAINING:

Plan and conduct a 3 week full time program for mature aged women re-entering the workforce.

March-April 1989

Service to Youth Council (SYC)
ADELAIDE

TEMPORARY JOB & WORKER TRAINING:

- Conduct Adelaide Job Club for 6 weeks.
- Conduct staff training on problem solving and crisis intervention.

March-April 1989

Australian Association of Youth Work
Trainers (AAYWT)
NATIONAL

ADMINISTRATION & TRAINER TRAINING:

For the AAYWT Biennial Conference:

- Conduct a 1½ day workshop on *Participatory Training Techniques*.
- Write (successful) funding submission.
- Produce advance documentation for participants and trainers.