

# Registration Form

## 2012 Gunnedah Womens' Forum

Thursday, November 22 - Friday, November 23, 2012



*Dream it Believe it Achieve it*

Hosted by



# 2012 Gunnedah Womens' Forum



Dream it Believe it Achieve it

## Introducing the 2012 Gunnedah Womens' Forum

The Gunnedah Womens' Forum will raise the awareness and inform the Local Government sector on the value and contribution of all women employed, elected and involved in Local Government.

In 2012, the forum will focus on the theme of "Dream It. Believe It. Achieve It". A mantra of life, this theme emphasises the need for women to have a vision for their lives; to nourish their dreams through commitment, passion and will and to embrace their future. This can be applied to all facets of life including a career in local government.

The forum will create a useful framework for women wanting to gain practical knowledge and skills to advance their career in Local Government and to raise awareness and educate key decision makers on the value and contribution of women in the workplace.

The forum will explore topics including:

- Understanding the current state of Local Government: the gender disparity.
- Identifying the qualities of a respected leader in Local Government and practical guides to climbing the corporate ladder.
- Flexible Workplace Arrangements: the way towards a sustainable workplace.
- Case studies exploring the journey of becoming an elected representative and the opportunity for staff and councillors to work together toward change.
- The importance of health, well being and life long learning to optimising your career.

## Who should attend?

The forum is open to all individuals, men and women, involved in Local Government with an interest in promoting the role of women in the workplace and specifically the Local Government sector.

Individuals such as: staff from all levels and departments of Local Government with an interest in career advancement, human resources, senior management, Councillors, community members with an interest in becoming an elected representative for their respective council.

The forum will create useful frameworks for women wanting to gain practical knowledge and skills to advance their career in Local Government.

## Why attend?

The Gunnedah Womens' Forum will raise the awareness and inform the Local Government sector on the value and contribution of all women employees, elected and involved in Local Government.

The objectives of the forum are to:

- Raise the awareness of the significant role women play in the effectiveness and long term health of local government and the need to increase their participation.
- Fostering a commitment to Local Government becoming an 'employer of choice' through advocating for cultural and attitudinal change to the advancement of women.
- Highlight the current barriers faced by women in Local Government and provide strategies to overcome these barriers in the workplace.
- Empowering women to lead and succeed; seeking out opportunities for career advancement, leadership and mentoring roles and improved participation of local women in decision making roles.
- Discuss the role of modern HR practices to ensure flexible ways of working.

## About Gunnedah

Gunnedah is the hub of one of Australia's richest agriculture regions – the Liverpool Plains in North West New South Wales and is ideally located on the picturesque Oxley and Kamilaroi Highways. "Koala Capital of the World", Gunnedah is proudly home to one of the largest and healthiest Koala populations in the country. Keep your eyes peeled, one might just be around the corner.

Gunnedah is a great spot to base yourself to explore the region – with day trips to nearby national parks including Mount Kaputar, the Warrumbungles and Coolah Tops – a must.

Beyond the green and furry, Gunnedah also has many other attractions including several important memorials, museums, parks and recreational facilities.

Gunnedah is a place where you will discover true blue country hospitality. Genuine smiles and the natural beauty of the landscape paints a picture of real Australia. A country experience that will stay with you – to be remembered with a smile!

For more information visit: [www.gunnedah.nsw.gov.au](http://www.gunnedah.nsw.gov.au)

## Information

For further information please contact

### **Tracy McIlveen**

Gunnedah Shire Council

P | 6740 2272

E | [tracymcilveen@infogunnedah.com.au](mailto:tracymcilveen@infogunnedah.com.au)



### Forum registration fees - standard

<b>Full Forum Registration</b> – Includes forum sessions, Welcome Reception, morning and afternoon refreshments and lunch on Friday.	<b>\$100 GST inclusive</b>
<b>Single Day Registration</b> – Includes forum sessions, morning and afternoon refreshments and lunch on Friday.	<b>\$70 GST inclusive</b>
<b>Forum Welcome Reception only</b> – Please register partners attending Welcome Reception on a separate registration form.	<b>\$40 GST inclusive</b>

### Forum registration fees - not for profit community organisations

<b>Full Forum Registration</b> – Includes forum sessions, Welcome Reception, morning and afternoon refreshments and lunch on Friday.	<b>\$80 GST inclusive</b>
<b>Single Day Registration</b> – Includes forum sessions, morning and afternoon refreshments and lunch on Friday.	<b>\$50 GST inclusive</b>
<b>Forum Welcome Reception only</b> – Please register partners attending Welcome Reception on a separate registration form.	<b>\$40 GST inclusive</b>

To register your attendance please complete the attached official registration form or download the registration form from [www.gunnedah.nsw.gov.au](http://www.gunnedah.nsw.gov.au). Only one delegate is to be registered per form. Additional forms can be photocopied or downloaded from [www.gunnedah.nsw.gov.au](http://www.gunnedah.nsw.gov.au). Payment should accompany the registration form.

Cheques are to be made payable to Gunnedah Shire Council.

All registered delegates will receive a confirmation letter after the closing date for registrations.

Completed registration forms are to be forwarded to:

**Tracy McIlveen**  
**Gunnedah Shire Council**  
**PO Box 63, GUNNEDAH NSW 2380**

Registrations close: Friday, November 9, 2012

### Tax Invoice / Registration Form

The registration form becomes a tax invoice for GST when payment is made. An additional tax invoice will not be issued.

### Cancellations

All cancellations must be confirmed in writing. The registration fee will be fully refunded for cancellations prior to Friday, November 9, 2012. Cancellations after COB Friday, November 9, 2012 will incur a 100% cancellation fee (being full registration fee). Please notify all cancellations in writing via email [tracymcilveen@infogunnedah.com.au](mailto:tracymcilveen@infogunnedah.com.au) or via fax 02 6740 2119.

### Accommodation & Getting Here

Gunnedah has over 20 accommodation choices in and around the township to ensure delegates rest at ease. From four star motels to camp-o-tels and cabins, there is something for all budgets, needs and occasions.

Contact Gunnedah Visitor Information Centre on 02 6740 2230 or email [tourism@infogunnedah.com.au](mailto:tourism@infogunnedah.com.au) for assistance with booking accommodation. Alternatively, please visit [www.gunnedah.nsw.gov.au](http://www.gunnedah.nsw.gov.au) for accommodation listings, maps and travel information.

### Mobile Phone Coverage

Gunnedah boasts excellent and reliable mobile phone coverage including GSM network, 3G and Next G coverage.

### Disabled Access & Special Requirements

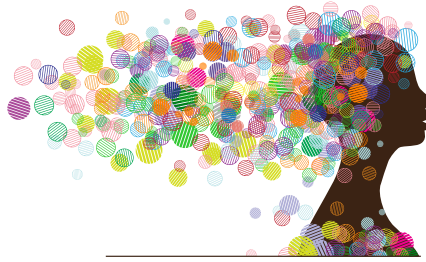
All venues are fully accessible for delegates with disabilities. Please note any special dietary requirements on your registration form.

### Information for Partners

Whilst an official partners program will not be offered, delegates wishing to bring along a partner are encouraged to request additional information on things to do and see and suggested itineraries to help plan your visit to Gunnedah.

Please contact the friendly staff at the Gunnedah Visitor information Centre on 02 6740 2230 or email [tourism@infogunnedah.com.au](mailto:tourism@infogunnedah.com.au) for information.

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## PROGRAM

Gunnedah Civic Centre, Chandos Street, Gunnedah

### Thursday 22 November

4.30pm	Registration	
5 – 7 pm	Welcome Reception – sponsored by BHP Billiton	Delegates are invited to attend a Welcome Reception where champagne and canapés will be served.

### Friday 23 November

8am	Registration	
8.15am	Trade exhibition opens	
8.50am	Housekeeping	MC Councillor Karen McKeown, ALGWA Executive
9am	Welcome to Gunnedah	Mayor, Gunnedah Shire Council
9.10am	The 50:50 Vision Project Explain	Councillor Karen McKeown, ALGWA
9.40am	Loaves and Fishes: Making it so!	Dorothy Koukari, Acting Group Leader Standards, Chief Engineer Civil Unit, Railcorp, Sydney
10.15am	Morning Tea sponsored by Gunnedah Miners Support Group	
10.30am	Retention and Training	Helen Connell, Manager Human Resources, Holroyd City Council
10.50am	Life Insurance and why you need it!	Lisa Smith, National Australia Bank, Gunnedah
12.10pm	Wills, Enduring Power of Attorney and the role of the Guardianship Tribunal	Lorraine Boyce, Solicitor
12.40pm	Lunch sponsored by Santos	
1.20pm	The Journey toward Gold Status??!!	Councillor Darriea Turley, Broken Hill City Council and ALGWA National President
1.40pm	'Household Engineer' and 'Professional Engineer' – Can you make these balance?	Holly Davies, Area Maintenance Manager, Western Region, Roads and Maritime Services
2.10pm	Daring to Dream	Councillor Lee Watts, Upper Hunter Shire Council
2.40pm	Afternoon Tea sponsored by Companion Credit Union	
3pm	New Councillor Transition Process	Panel Session Chaired by Councillor Julie Griffiths, President ALGWA NSW
4pm	Close	

# Registration form/tax invoice



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### Delegate details

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Position: \_\_\_\_\_ Organisation: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

### Travel information

Please indicate how you will be travelling to the Forum (completing this information will assist with planning for shuttle bus transfers from Tamworth Regional Airport should it be required).

- Car  Train  Plane

### Standard registration

- Full Registration (includes Welcome Reception) \$100  
 Day Registration \$70  
 Forum Welcome Reception only \$40

Total = \$ \_\_\_\_\_

### Not for Profit Organisation registration

- Full Registration (includes Welcome Reception) \$80  
 Day Registration \$50  
 Forum Welcome Reception only \$40

Total = \$ \_\_\_\_\_

### Please indicate method of payment

- Cheques** are to be made payable to Gunnedah Shire Council and mailed with completed registration form to: Tracy McIveen, Gunnedah Shire Council, PO Box 63, Gunnedah NSW 2380
- Tax invoice** will be issued on receipt of Registration for payment with BPAY and BPOINT details.

### Special requirements

E.g. dietary, access etc. \_\_\_\_\_

**Please return this form with payment no later than Friday, November 9, 2012 to:**

Tracy McIveen, Gunnedah Shire Council, PO Box 63, Gunnedah NSW 2380 **OR**

**Fax this completed form to:** 02 6740 2119