

**Industrial**

# Assertiveness for Women in the Workplace: Schools and TAFE (TUT)

## About the course

Would you like to communicate more confidently, effectively and assertively with others?

This one-day course aims to develop your confidence in expressing ideas, opinions, wants and needs while building productive workplace relationships.

Participants will reflect and explore communication styles, behaviour types and behaviour patterns. You will learn to recognise assertive and non-assertive behaviours. You will also explore how to identify barriers to assertive behaviour and how to respond assertively in the workplace. These skills will support processes for managing to resolve conflict in the workplace.

## Date

Wednesday 1 August 2018

## Time

9am - 3pm

## Cost

Nil: Members Only

## Facilitator

Cherry Bogunovich  
Education Officer SSTUWA

## Nominated Audience

Members of SSTUWA - Women

## Venue

SSTUWA Office  
1 West Street  
West Perth WA 6005  
(08) 9210 6035

## Outcomes

During this course members will:

- Identify assertive and non-assertive behaviours.
- Reflect, analyse and monitor their own behaviours.
- Approach conflict constructively.
- Learn and practice a range of techniques of assertive communication.
- Explore situations where it is difficult to behave assertively, and develop strategies to manage them effectively.

## Teacher Registration Board of WA

Professional Standards for Teachers in WA

AITSL Australian Professional Standards for Teachers

**TRBWA**

Teacher Registration Board  
of Western Australia

### This training relates to:

- Standard 6 - Engage in professional learning.
- Standard 7 - Engage professionally with colleagues, parents/carers and the community.

**Industrial****SSTUWA**  
The State School Teachers' Union of W.A. (Inc.)

# Assertiveness for Women in the Workplace: Schools and TAFE (TUT)

Wednesday 1 August 2018

Given name: \_\_\_\_\_ Surname: \_\_\_\_\_

Union ID no: \_\_\_\_\_ School/workplace: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

## Send completed form to

**SSTUWA Education and Training Centre****Fax:** (08) 9210 6089**Email:** [training@sstuwa.org.au](mailto:training@sstuwa.org.au)**Or register online at [sstuwa.org.au](http://sstuwa.org.au)**

Please note: All courses are run subject to minimum booking numbers.

## Trade union training leave

Members in schools and TAFE colleges are eligible for five days of paid leave per year to attend trade union training (TUT).

To comply with TUT leave requirements applicants must:

- Submit applications to DoE/principal four weeks prior to the event.
- Provide DoE/principal with a printed copy of the course program attached to this form.
- Be nominated by the SSTUWA. See "nominated audience" on the attached course program.

This leave provision covers teacher relief for members attending SSTUWA TUT courses.

## For school administration

When processing TUT leave applications:

- Indicate the leave is "Miscellaneous Paid Leave" when completing an application for leave form.
- "Trade Union Training - project code 1471" should be written under leave type.