# INSTITUTE OF CIVIL MANAGEMENT TRAINING MAGAZINE GELON C

#### Welcome to the first edition of ICI's new e-magazine.

I'm excited to be introducing to you the first edition of ICI's brand new e-magazine for the civil industry, *Get on Course*, which promises to deliver tips and information you need about management learning in civil, plus updates on our upcoming training course program. There is so much on the cards for ICI in 2019; the launch, the delivery and spreading the word. I am delighted to say we have added of our specialist ICI Civil Training Consultant to the team to help with this, who is on hand to guide you through your training journey and produce the best possible outcome for you and your



FYI, for those who might be wondering; while I am CEO of the ICI, I am also CEO of the Civil Contractors Federation NSW. It is CCF NSW which has supported the building of the ICI on industry's behalf. Please, let us know what you think of *Get on Course*...we will take it where you want it! Enjoy your reading.

# **EDITION 1**

# IN THIS EDITION....

career.

• ICI - Our journey so far Management training areas

CCF NSW CEO - David Castledine

- ICI for Individuals
- ICI for Employers
- CPD A global concept • Rainy day? Get on course.
- Meet an ICI Course Presenter
- What's coming up?
- Start a relationship with ICI • 10 tips to becoming a better leader

# There's more to ICI than meets the eye! Keep reading to find out what's in store for the civil industry's newest continual learning institute in 2019.

WHY EVERYONE'S TALKING ABOUT ICI





The launch of ICI in November 2018 is a welcome outcome for the entire civil industry. Created from the hard work and support of many industry people who saw a gap in the training process, ICI was designed specifically for supervisors and managers in civil construction to continually learn and pursue their personal interests.

ICI is built by the industry, for the industry. A conglomerate of industry leaders and government bodies including the Civil Contractors Federation NSW, Roads and Maritime Services, Infrastructure NSW, the Department of Industry and TAFE NSW, just to name a few, were instrumental in building and launching ICI. Our Mission says it all:

We will provide industry standards and recognition, continual professional learning, and networks that support the futures of civil infrastructure supervisors and managers. Read more about our Vision, Mission and Values. Training commenced on 1 February 2019 and more than 70 courses are now on offer for any manager

or supervisor in the civil industry - from leading hands, site supervisors, project managers, contractors, engineers and chief executives. For a complete list of courses visit our website.

### Some civil stats...

- Employment grew from about 50,000 jobs to 200,000 over the past five years
- 10-year forecast projects another 25% increase in the volume of civil work • Nearly one in five civil industry workers in the industry in 2013 will have reached
- retirement age this year.

### **UPSKILL ACROSS THE BOARD**



ICI provides civil-specific, flexible short-course and event-based learning for the new or experienced manager. The ICI Learning Program is a continuing professional development (CPD) program that supports the career progression of Civil Infrastructure Managers (CIM). Learning courses are typically two to four hours in duration delivered in a small, classroom-style gathering, but can also be attended remotely via the internet. Learning events include conferences, seminars and topical speakers which provide excellent networking opportunities for ICI Members. Read more about ICI's Learning Program.

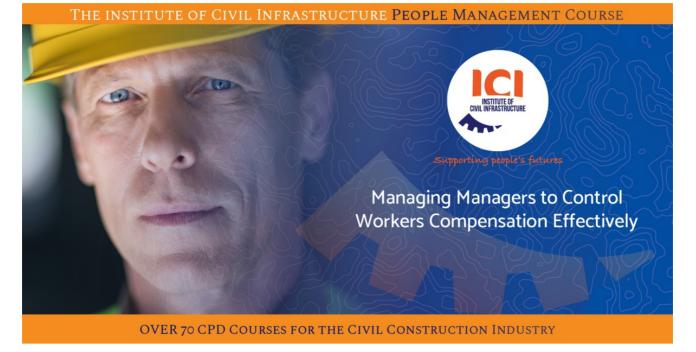
### **ICI IS FOR INDIVIDUALS**

**DARREN HUNT - MENAI CIVIL CONTRACTORS** 

Health Safety & Environmental Coordinator Darren Hunt embarked on his civil career 30 years ago, took a 20-year sabbatical to go and work as a quarry manager and rejoined the industry six years ago. Staying on top of his game is important to him, which is why he booked into ICI. "My ICI experience was really informative and provided me with an abundance of information, including all the applicable updated legislation

we need to comply with and helpful advice to make my job and work place run smoother with a better understanding," Darren said. "Understanding Fitness for Work at the *Employment Selection Stage* was very relevant to my needs at work and I also like the length of the courses and the amount of content. "The whole process was easy, simple and any

extra questions I had were answered promptly. I have the second course booked and looking to do a third!" Check out the next course Darren is attending...



MENA

**BOOK NOW** 

### **ICI IS FOR EMPLOYERS**



While the responsibility for engaging in continual professional development is ultimately up to the individual, more and more employers are highlighting the importance of CPD and encouraging their staff to get involved in industry-associated training.

With the availability of flexible learning programs like ICI, there is no reason for employers not to be proactive in supporting their staff to upskill and value add to their business. Managing Director of AWJ Civil Martin O'Connell said ICI's learning courses are highly relevant. "Something that has been an issue, I think, in the industry that ICI addresses is the leadership capacity of individuals as opposed to the technical capacity," Mr O'Connell said. "And to me it looks like ICI is going to deal with that in a very positive way." What other great things do civil construction employers have to say about ICI?

**VIEW VIDEO** 

# THE GLOBAL CONCEPT OF CPD

Why is the existence of CPD important? In many industries, continuing professional development is tantamount to a company's achievements

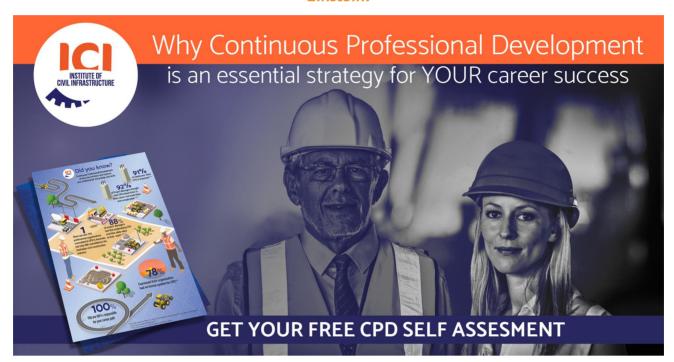
and its importance cannot be overstated. Industries are forever evolving and it's important to keep up in an increasingly globalised and competitive society, which is where CPD helps us to step up to the plate. More and more opportunities are becoming available within the civil industry, but the challenge is

maintaining momentum and taking action to reduce the knowledge gap. The importance of CPD is certainly growing, not just within industry associations but in general enterpise as well. For ICI Members, each ICI Learning Course and ICI Learning Event has CPD points attached to it, which are automatically counted for you over a three-year cycle. The overarching goal?

To provide top-quality professional services and to build and strengthen a sustainable civil and infrastructure talent pool, while helping you make sure your skills and knowledge are up to date so you can attain the cutting edge in your profession. Read more about CPD on our ICI blog post

Read more about how ICI's CPD works on our website

"Education is not the learning of facts, but the training of the mind to think." - Albert Einstein.



DOWNLOAD FREE CPD SELF ASSESSMENT



www.iciaustralia.com or call 1300 424 287

JOIN NOW AND SAVE



NICK FOX - ICI'S SPECIALIST CIVIL TRAINING CONSULTANT

We're pleased to announce the appointment of Nick Fox as ICI's Civil Training Consultant.

contractors on developing learning plans which complement a strategic approach to skills development and also to provide guidance for individuals regarding their continual professional development supporting their career progression in civil. Nick said on joining ICI - "The civil industry is a great place to be with a strong infrastructure program for the future and the challenge really is to ensure that people in civil are able to develop themselves to their full potential and capitalise on the career opportunities available. ICI has evolved to meet this need and provide a learning and development pathway for civil people now and into the future". Email Nick

Nick is has an extensive background in employer organisations and is able to provide advice to civil

BECOME AN ICI MEMBER TODAY



**FEATURED COURSE** THE INSTITUTE OF CIVIL INFRASTRUCTURE BUSINESS AND OPERATIONS COURS



Financial management principles for the new manager

OVER 70 CPD COURSES FOR THE CIVIL CONSTRUCTION INDUSTRY Financial management principles for the new manager (B0406)

> DATE THURSDAY 16 MAY, 2019

TIME

8.30am - 12.30pm VENUE

ICI TRAINING CENTER / WEBINAR



WHAT THIS COURSE COVERS This four- hour course will cover profit and loss statements, the

difference between profit and cash, effective budgeting, asset utilisation and labor costs. You'll walk away with a better understanding of how to differentiate between accounting profit and cash as well as basic budgeting, the knowledge to enhance project tenders and unlocking the key to a successful civil contracting operation.

WHO SHOULD ATTEND

This course suits people who have been working in the industry for several years and are involved in projects. COST

**Tickets** 

Member Price Price \$374.00 Inc GST Affiliate Price Price \$414.00 Inc GST

Registration Closes: 02 May 2019

Non-Member Price Price \$469.00 Inc GST

**BOOK NOW** 

**MEET THE PRESENTER** 

### **MICHAEL SHULMAN**

With more than 30 years behind him working with the public and



Michael is also presenting: Understanding Balance Sheets (B0410) - 11 April Understanding Cash Flow in a Civil Business -1 April

private sectors, audit, forensic and training, Michael Shulman has plenty of experience to share. With several ICI Learning Courses on his agenda for 2019 (see below) Michael's focus will be on business financial management for supervisors and managers with varying levels of experience. Also a director/advisor to a number of registered training organisations in Australia, Michael is excited about what ICI means for the civil industry, especially the opportunity to upskill managers on financial management.

But he said the civil construction industry has unique challenges and tailoring learning to those characteristics is critical. "A characteristic of the civil contracting industry is that you can be talking long contract periods and you need to keep the cash flowing," Michael said.

"The challenge is to keep a business afloat. You could be talking three or six month contracts without dollars coming in. This is where you need the financial training to read the warning signals." Among his interests is the Port Melbourne Football Club where he is on the board as president.

# **ICI EVENT SPACE**



#### Conference 1: Creating a Civil, Safe & Healthy Workplace Our industry is booming. We need more people and our current workforce is ageing. Yet, in what is a

virtual perfect storm, workforce demographics are altering and significant shifts in societal behaviours are occurring. The risks to keeping workers safe and healthy, in an already inherently highrisk industry, are growing fast. The conference will be followed by a Learning and Networking Event for Civil Infrastructure Managers (CIM). See below for details... Who should attend the Future Series conferences?

Those involved in WHS, workers compensation, recruitment, HR, senior management, business ownership. ICI Members who attend will receive 10 CPD points.

**Topics** covered

- State of the industry and where we're heading • Managing millennials to success
- How will we safely manage drug use? • Supervising safely in the future - the legal issues

• Mental health - a workplace and productivity issue • The changing nature of works compensation in civil

**Event details** 

Date: Monday 27 May, 2019 Time: 8am-4pm

**Location:** Doltone House, Hyde Park Registration: ICI Members \$310 (inc. GST) Non-members \$410 (inc. GST)

MORE INFORMATION

Learning and Networking Event for ICI Civil Infrastructure Managers (CIM) A ticket for this separate event is included when you purchase a conference registration. ICI Members who attend will receive 3 CPD points. Guest speaker topic

• The Culture of Safety

**Event details** Date: Monday 27 May, 2019

Time: 4pm-6pm

**Location:** Doltone House, Hyde Park Registration: ICI Members - Free. Non-members - \$100.

MORE INFORMATION



How do we stop trying to be perfect (because it ain't going to happen!) and just focus on becoming incrementally better. If we tried, each day, to just be a little better than we were the day before, and we did it for long enough, our leadership effectiveness would skyrocket, our people would be more engaged and our businesses would be more effective.

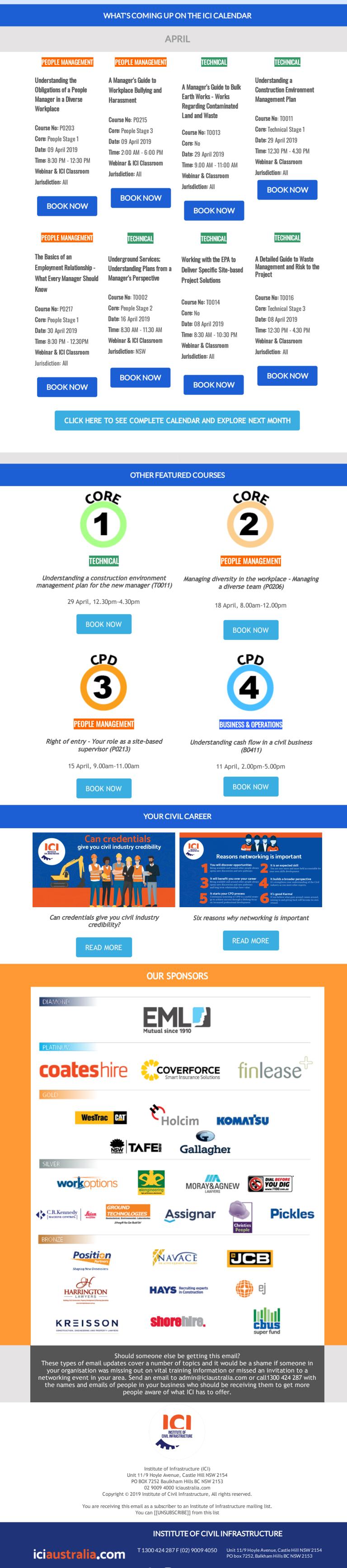
Willing to give it a go? Here's ten simple, practical things that can help you become a better leader.

- 1. Tell others you are trying to be better Don't pretend you are perfect, that you know it all and you always get it right. They haven't swallowed that crap before and they are not going to now. Show some vulnerability, admit you need to do better and commit to trying 2. Try to be better Legitimately try to be better. Do a SWOT Analysis of your leadership (strengths, weaknesses, opportunities, threats) and if you are fair dinkum, ask others to participate. Work
- 3. Show your people you care Your people are everything. Treat them fairly and with respect. They'll respond positively. If you don't believe me, do the opposite and see what happens.

out what your priorities for improvement are and work on them first.

- 4. Make your expectations clear Be clear, really clear about what you expect from each of your people. Sit with them. Discuss what you want and expect. Seek input. Write it down. Rinse and
- repeat. 5. Give honest feedback Now they know what you expect and they have agreed to deliver, monitor
- their progress and give honest, prompt feedback both good and bad. Consistency is the key. 6. Be honest People have good BS detectors. Lie and your integrity flies out the window and it's
- not coming back. Honesty really is the best policy. There's no right way to do the wrong thing. 7. Do what you say you're going to do Don't make promises you can't keep or have no intention of
- keeping. Reliability builds trust and trust builds relationships. Make every interaction a deposit in the trust bank. 8. Get in control of your time It's simply not possible to do everything we think we have to or
- should. The only way is to determine what things are essential, prioritise tasks and take action. 9. Say no more often We say 'yes' for a variety of reasons. We feel we have to. We aren't clear about our purpose. We want to please others. We aren't realistic about what we can achieve.
- Saying 'yes' to everything is setting yourself up for failure. 10. Get help The best athletes in the world have coaches and support teams. You can't do it on your own. Seek advice or support from a trusted professional or reach out to someone that can mentor and guide you.

Remember, better doesn't mean perfect, just better. What can you do today that will mean you are a better leader than you were yesterday? To see more of this author visit <u>www.gregmowbray.com</u>



The Institute of Civil Infrastructure operates in partnership with the **Civil Contractors Federation of NSW** 

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