

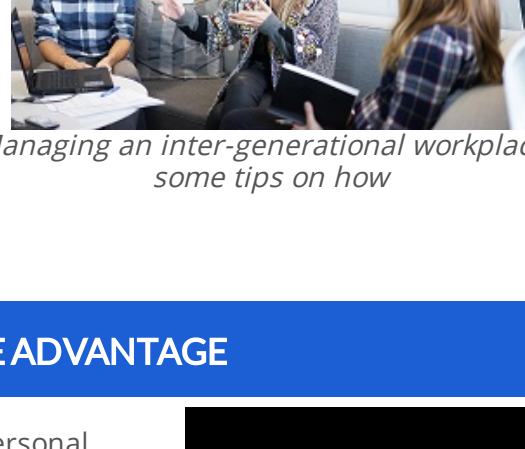


The civil industry's continual learning e-magazine.
For all those supervising, managing and leading.

EDITION 6

IN THIS EDITION...

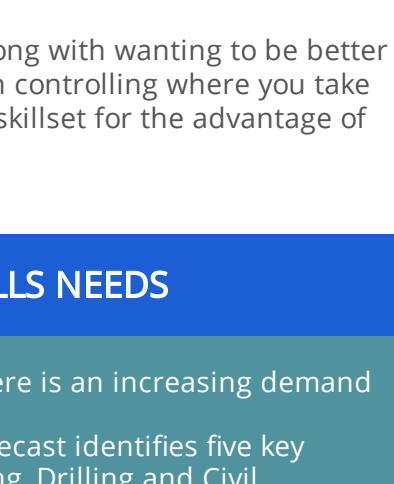
- Give yourself the advantage
- Industry insights on future skills needs
- How to manage effectively across generations
- Paralympian's conference address
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- Rainy day? Get on course!



Managing an inter-generational workplace - some tips on how

GIVE YOURSELF THE ADVANTAGE

In my view, everyone should invest some time in personal learning. It's good for themselves and their career, and it's good for the industry. Everyone knows this, but few do it, particularly in the civil industry. I have honed a continual learning strategy over my 40-year working career, which has taken me from Apprentice to CEO. It's all about taking time to focus on ME, on my professional development, which is very important to me. I like learning new things. Learning gets my brain juices going and inspires me to want to learn more. It gets me up and about and motivates me. It's also proven to be pretty good for my career.



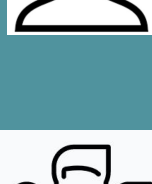
This might seem a bit selfish...but that's ok. There is nothing wrong with wanting to be better and to improve one's job prospects. There is nothing wrong with controlling where you take yourself, and in following your interests - in filling gaps in your skillset for the advantage of YOU. Do something for yourself. Go get some learning into you!

CEO David Castledine

INDUSTRY INSIGHTS ON FUTURE SKILLS NEEDS

With infrastructure a national priority in Australia right now, there is an increasing demand for qualified workers within the civil infrastructure sector.

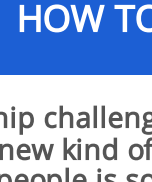
The Mining, Drilling and Civil Infrastructure IRC's 2018 Skills Forecast identifies five key drivers that will influence the future skills required by the Mining, Drilling and Civil Infrastructure industry workforce.

**Increased demand for workforce agility.**

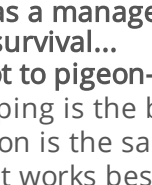
Traditional career paths are changing, and it's becoming increasingly common for Mining, Drilling and Civil Infrastructure workers to move between job roles and industry sectors.

**Increased investment in the infrastructure industry.**

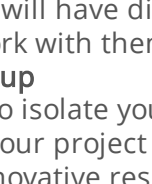
Increased government spending has led to an increase in the number of civil infrastructure projects across Australia. This has led to a demand for suitably skilled workers, particularly in the area of trenchless technology.

**The impact of new technology on ways of working.**

New technology in the sector is changing ways of working, leading to changes in the skills required for the future workforce. This has created demand for skills in operating, maintaining, and programming these new technologies.

**Increased focus on safety measures.**

Industry, regulators and registered training organisations are concerned about a lack of clarity, in the distinction between units of competency skilling workers in tasks related to high risk work. This has potential to create some confusion for learners and employers, as to whether workers are suitably qualified to perform these tasks in accordance with work health and safety legislative requirements.

**A need for greater support to develop managerial skills for leadership roles.**

The transition from operational to managerial job roles is significant and sometimes challenging for workers. Workers moving into managerial roles require support to develop skills in communication, project management, leadership and workplace diversity.

HOW TO MANAGE EFFECTIVELY ACROSS THE GENERATIONS

Leadership challenges are always going to exist, as one generation of a workforce is phased out and new kind of 'Millennial' emerges. Finding the right tools to manage or supervise a team of people is so important in maintaining a current and progressive workforce. So how do you, as a manager or supervisor, manage effectively across generations? Here are some tips for survival...

1. Try not to pigeon-hole people

Stereotyping is the best way to inject toxicity into your workplace. Not every member of every generation is the same, so try to focus on the person rather than what age-group they fit into and what works best for each employee.

2. Be flexible

Remember, one size doesn't fit all. The skill set might be universal, but each person you manage will have different ways of working. Get in tune with these different work styles and try to work with them rather than against to get the most out of your team.

3. Mix it up

Try not to isolate your employees by making them work with the same people all the time.

Mix up your project teams and create a diverse group of skill sets and perspectives for a more innovative result. You'll be amazed at what a bit of collaboration can bring to the table.

5. Embrace change

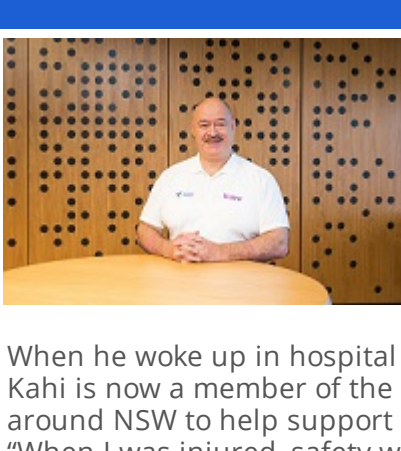
Don't be afraid to adapt to your environment and the people you are managing. Compromise is a good thing and listening to what you're employees are asking for is the best way to make sure your team is giving you their best on the job and increasing overall productivity will be your return.

6. Out of office

Working offsite is not always a possibility, particularly when you're required onsite to deliver a project on time. But where situations allow, offer flexible working options such as teleconferences or webinars to allow your employees to optimise their productivity levels. Be output focused. Measure success by the results and not by how they got there.

7. Finally, sign yourself up for one of this Institute's people management courses which will give you some insight from industry-leaders on how to manage diverse team of people and create an engaged, accommodating environment that everyone feels comfortable working in. See below...

GET ON A PEOPLE MANAGEMENT COURSE

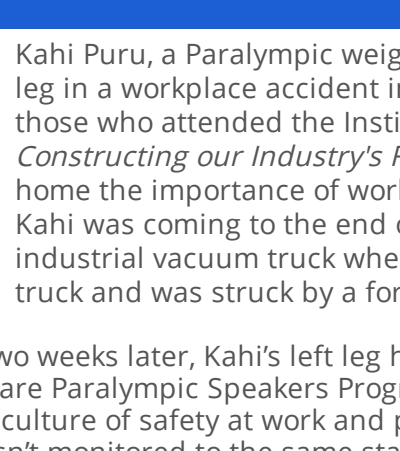


Managing diversity in the workplace
Defining corporate objectives, and achieving them

11 June 2019
8:30 AM - 12:00 PM
Live Interactive Webinar at the ICI Learning Centre

Course No: P0208
Time: 1.00pm-4.00pm
Webinar & Learning Centre
Jurisdiction: All

BOOK COURSE



What every new supervisor & manager needs to know about managing people

25 June 2019
8:00 AM - 12:00 PM
Live Interactive Webinar at the ICI Learning Centre

Course No: P0202
Time: 8.00am-12.00pm
Webinar & Learning Centre
Jurisdiction: All

BOOK COURSE



What every people manager should know about resolving conflict

25 June 2019
2:00 PM - 6:00 PM
Live Interactive Webinar at the ICI Learning Centre

Course No: P0204
Time: 2.00pm-6.00pm
Webinar & Learning Centre
Jurisdiction: All

BOOK COURSE

VIEW CALENDAR

PARALYMPIAN ADDRESSES WORKPLACE HEALTH & SAFETY



Kahi Puru, a Paralympic weightlifting champion who lost his leg in a workplace accident in 1993, shared his story with those who attended the Institute's first conference in the *Constructing our Industry's Future* series last week, to drive home the importance of workplace health and safety.

Kahi was coming to the end of a 13-hour shift driving an industrial vacuum truck when he stepped off the back of the truck and was struck by a forklift.

When he woke up in hospital two weeks later, Kahi's left leg had been removed at the hip. Kahi is now a member of the *icare* Paralympic Speakers Program, where he visits workplaces around NSW to help support a culture of safety at work and prevent workplace injuries.

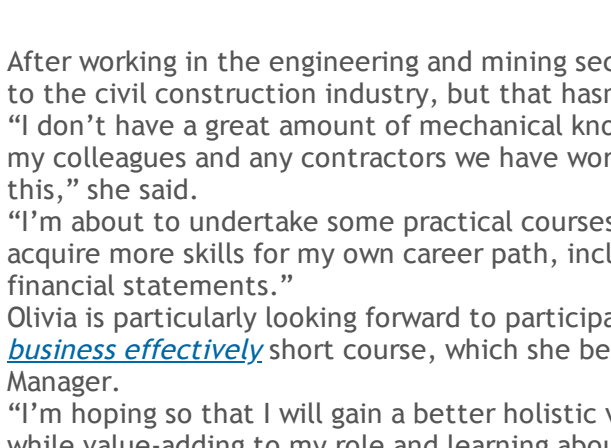
"When I was injured, safety wasn't monitored to the same standards as they are today - but even now, while there is often a focus on safety training when you first start a job, once you're out there you can switch off and make mistakes," said Mr Puru.

"Especially for contractors, the priority is often speed, not safety."

"If by sharing my story, I can make safety more real for people - help them to understand the consequences of being complacent about safety - and as a result prevent just one workplace injury, that's worth its weight in gold."

Do you know what your obligations are as a civil infrastructure manager in respect to workplace health and safety? Find out about what your role is as a people supervisor and manager in managing incidents, inductions and emergency preparedness and response.

Enrol in the Institute's *WHS Management for Leading Hands and Supervisors - People Management Course*.



WHS Management for Leading Hands and Supervisors (P0234-02)

Date: Monday 8 July
Time: 8.30am-12.30pm
Non-Member price: \$514.00 (GST included)
Live webinar/classroom
Presenter: Paul Lyndon

BOOK COURSE

WHO'S NEW AT THE INSTITUTE?

OLIVIA SHEPHERD - COOPERS EARTHMOVING & HAULAGE

There are all sorts of jobs in the civil construction and maintenance industry that require upskilling. You don't have to be an engineer or site supervisor to make the most of the learning programs the Institute has to offer.

Olivia Shepherd loves her role as Coopers Earthmoving & Haulage Office Manager. In her six years there, she's gleaned a lot of knowledge about the civil industry as a whole, not just what her job entails in dealing with finance and administration.

"There is always something new happening; finishing off jobs and starting new ones and it's great seeing the finished products of a job well done," Olivia said.

"I'm always learning about machinery and their capabilities as well as embracing all the rules and regulations which are always changing and being improved upon in the industry."



After working in the engineering and mining sector, Olivia found it easy to adapt her experience to the civil construction industry, but that hasn't curbed her willingness to learn more.

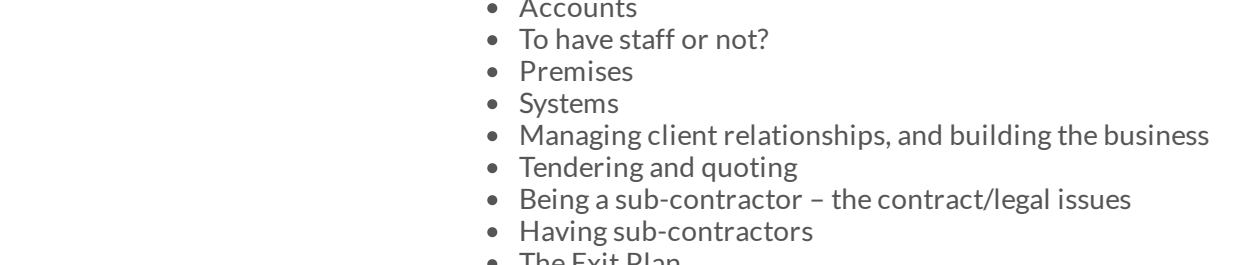
"I don't have a great amount of mechanical knowledge, or practical experience, however, all of my colleagues and any contractors we have worked with have been more than accommodating to this," she said.

"I'm about to undertake some practical courses with the Institute in business and operations to acquire more skills for my own career path, including debtor management, insolvency and financial statements."

Olivia is particularly looking forward to participating in the *Managing a small civil construction business effectively* short course, which she believes will help her enhance her role as Office Manager.

"I'm hoping so that I will gain a better holistic view of how Coopers works as a small business while value-adding to my role and learning about how all the components work together."

FEATURED COURSE



Managing a small civil construction business effectively

CPD
5

DATE
WEDNESDAY 4 SEPTEMBER, 2019 (B0425-02)

TIME
8.00AM - 12.00PM

VENUE
INSTITUTE'S TRAINING CENTER / WEBINAR

WHAT THIS COURSE COVERS

Participants will receive a practical introduction on how to ensure their business is structured correctly, will maximise profit, minimise risk, and allow the owner to stay in control. Key topics covered:

- Making a business plan
- Corporate Structure
- Risk management through Insurances
- Finances and Accounts
- Accounts
- To have staff or not?
- Premises
- Systems
- Managing client relationships, and building the business
- Tendering and quoting
- Being a sub-contractor - the contract/legal issues
- Having sub-contractors
- The Exit Plan

WHO SHOULD ATTEND

Principals, managing directors, general managers of small businesses

PRESENTER

Joseph Cato

COST

Tickets
Member Price Price \$337.00 Inc GST
Affiliate Price Price \$377.00 Inc GST
Non-Member Price Price \$532.00 Inc GST
Registration Closes: 21 August, 2019

BOOK NOW

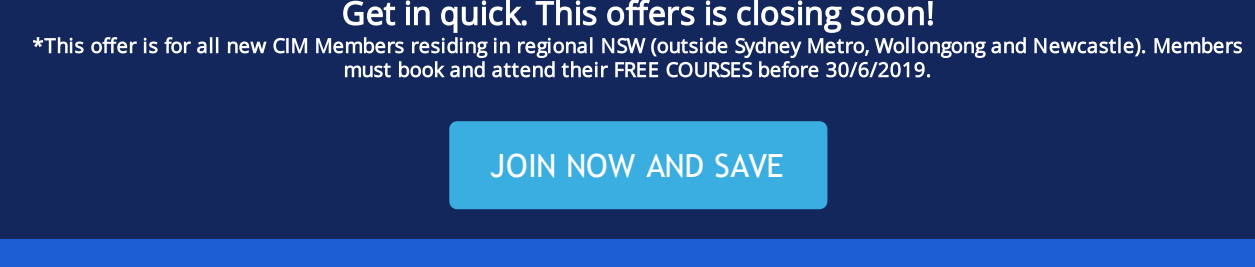
RAINY DAY? GET ON COURSE

**WHAT'S IT LOOKING LIKE OUTSIDE YOUR WINDOW?**

Don't let rain rule your day onsite. Take charge and book yourself into one of our learning courses. Less than 10 minutes! No problem! All of our courses are available via webinar so you can join in from the comfort of your own office.

CHECK OUT WHAT'S COMING UP

START YOUR LEARNING JOURNEY



Join ICI today

And receive \$850* credit towards training and membership.

Get in quick. This offer is closing soon!

*This offer is for all new CIM Members residing in regional NSW (outside Sydney Metro, Wollongong and Newcastle). Members must book and attend their FREE COURSES before 30/6/2019.

JOIN NOW AND SAVE

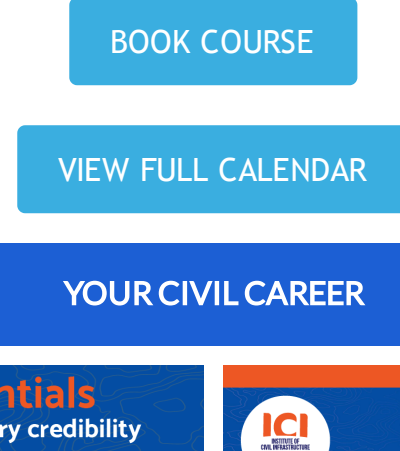
WHAT'S ON THE CALENDAR IN JUNE



11 JUNE, 2019

Course No: T0024
Time: 8.30am-12.30pm
Webinar & Learning Centre
Jurisdiction: All

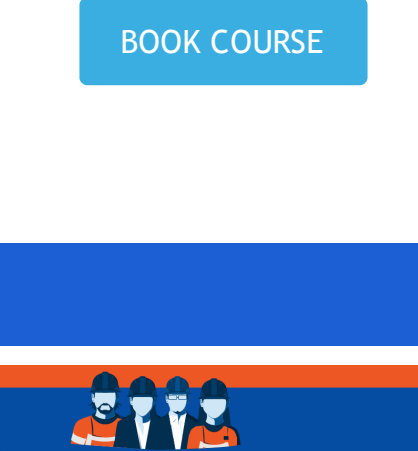
BOOK COURSE



13 JUNE, 2019

Course No: B0428
Time: 8.30am-12.30pm
Webinar & Learning Centre
Jurisdiction: All

BOOK COURSE



27 JUNE, 2019

Course No: T0029
Time: 8.30am-12.30pm
Webinar & Learning Centre
Jurisdiction: All

BOOK COURSE

VIEW FULL CALENDAR

YOUR CIVIL CAREER



Can credentials give you civil industry credibility?

READ MORE



Six reasons why networking is important

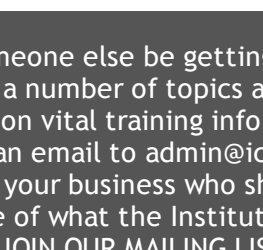
READ MORE

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JOIN OUR MAILING LIST



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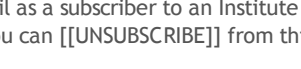
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The Institute of Civil Infrastructure operates in partnership with the Civil Contractors Federation of NSW



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