



## EDITION 12

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- Does happiness at work matter?



"Learning is not attained by chance, it must be sought for with ardour and attended to with diligence."

ABIGAIL ADAMS

## WHERE ARE YOU AT WITH YOUR CAREER PLANNING?



How are you going with your career planning?

Are you using the Institute of Civil Infrastructure to your full advantage, especially as a Member?

Continual Professional Development (CPD) is critical in your planning for the future of our civil industry. Hence it forms the crux of our efforts to bring learning to each of you, especially the Civil Infrastructure Members (CIM) of the Institute.

Each of the Institute's learning courses and events carry CPD points. When you, as a CIM Member, attend any of our courses or events, you receive CPD points on completion of the course or event survey.

In turn this enables us to get valuable feedback on the course, presenter and our services. We can learn and better our efforts and improve the ICI Learning Program.

I would like to congratulate you on having taken the first step towards your learning journey by becoming Members of the Institute.

Let's make sure that we do not miss out on any CPD points by completing the surveys and offering feedback. Your contribution will help us serve you better.

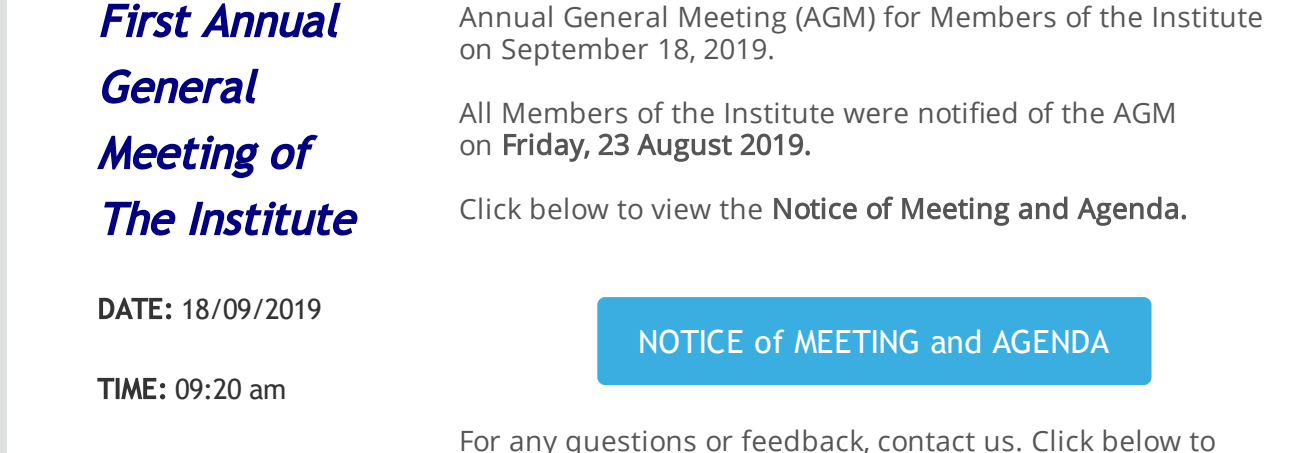
To check if you have any unclaimed CPD points log into your Member Portal below.

CCF NSW CEO - David Castledine

[LOGIN - MEMBER PORTAL](#)

[LEARN ABOUT HOW TO CLAIM YOUR CPD](#)

## WHAT'S ON THE CARDS?



### First Annual General Meeting of The Institute

DATE: 18/09/2019

TIME: 09:20 am

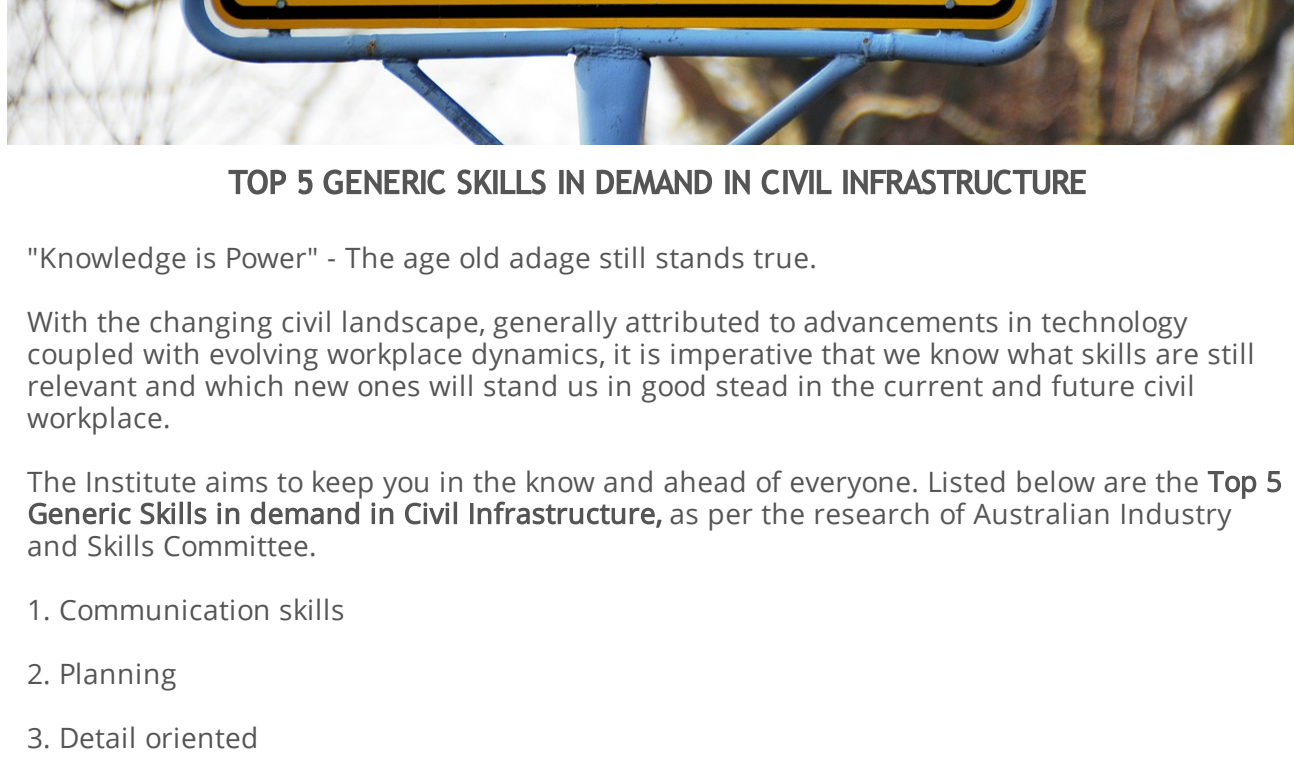
LOCATION: Unit 11/9  
Hoyle Avenue, Castle  
Hill NSW 2154

[NOTICE of MEETING and AGENDA](#)

For any questions or feedback, contact us. Click below to send an email.

[EMAIL ICI](#)

## SOME CIVIL STATS



### TOP 5 GENERIC SKILLS IN DEMAND IN CIVIL INFRASTRUCTURE

"Knowledge is Power" - The age old adage still stands true.

With the changing civil landscape, generally attributed to advancements in technology coupled with evolving workplace dynamics, it is imperative that we know what skills are still relevant and which new ones will stand us in good stead in the current and future civil workplace.

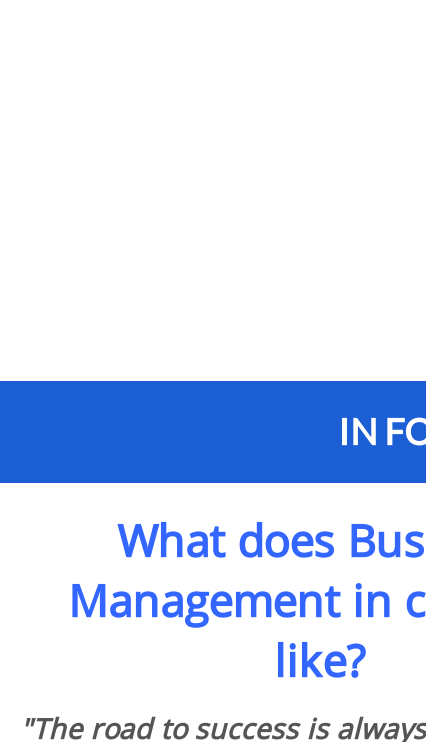
The Institute aims to keep you in the know and ahead of everyone. Listed below are the **Top 5 Generic Skills in demand in Civil Infrastructure**, as per the research of Australian Industry and Skills Committee.

1. Communication skills
2. Planning
3. Detail oriented
4. Problem solving
5. Microsoft Office

To learn more about industry training and employment insights click below.

[SEE THE FULL PAGE HERE](#)

## COURSE PRESENTER PROFILE



EDWARD MOSS - ADE Consulting Group Pty Ltd

### ABOUT EDWARD..

Edward commenced with ADE Consulting Group Pty Ltd in February 2016 as an *environmental field scientist* primarily based on Stages 1A and 1B East of the WestConnex M4 Motorway Upgrade. Works entailed acid sulfate soil assessments, waste classification of soils for beneficial re-use or off-site disposal, groundwater monitoring, occupational hygiene and contaminated land investigations to name a few. Since late 2016 until present, his role has focused on the management, resource coordination and provision of environmental advice to a range of complex infrastructure projects and residential / commercial developments.

### THE ICI EXPERIENCE..

Ed's been a key presenter for several discussions with representatives from various backgrounds, including local council and a civil engineering contractor. His presentations have focused on topics such as *Construction environmental management plans and asbestos in or on soil from a contaminated lands perspective*.

In his words, *"The foundation of ICI as a civil resource organisation and its goal of educating managers, employees, on-site personnel and business owners with flexible and civil-specific learning is a great initiative for the industry. Given there are various and multifaceted components required to complete a civil project, enhanced knowledge and awareness of a topic or process ultimately improves a job's safety, efficiency and innovation"*.

## IN FOCUS - BUSINESS MANAGEMENT

### What does Business Management in civil look like?

"The road to success is always under construction." - Arnold Palmer

Definitely and literally true for the civil industry.

So, are you a civil business owner/operator?

Then you must be well aware of the significance of *business management* skills that are critical to the success of your business.

At the Institute, we put in a lot of research and consultation with the civil industry before identifying the key skills that our learning program should focus on.

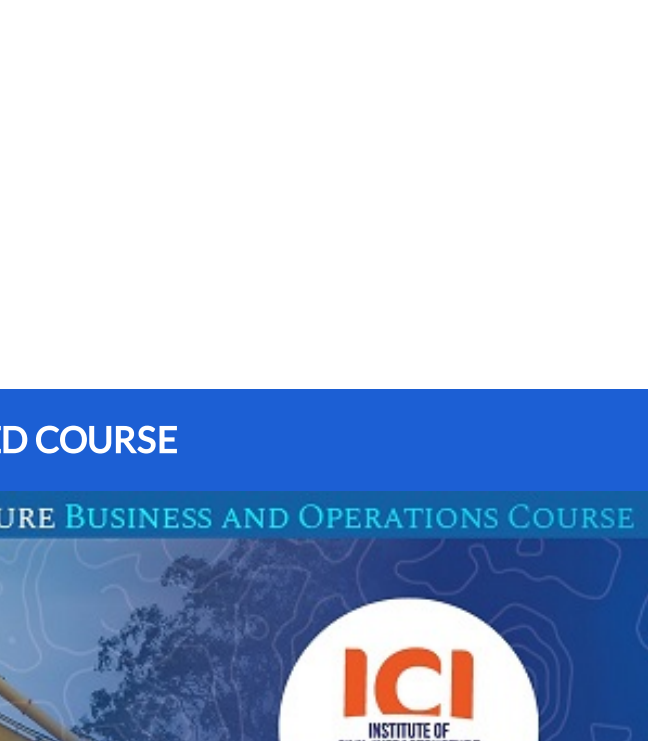
**Business and Operations Management** is one of the three key learning areas identified. It comprises learning around:

- Risk Management
- Systems
- Financial Management
- Marketing
- Estimating and Tendering
- Commercial and Contract Management
- Business Planning and Strategy
- Business Governance

Currently the Institute offers **16** courses on business and operations management, all with the intent of strengthening your business management skills and ensuring your success.

So, what are you waiting for?

Explore our **featured course** in this edition and book yourself in!

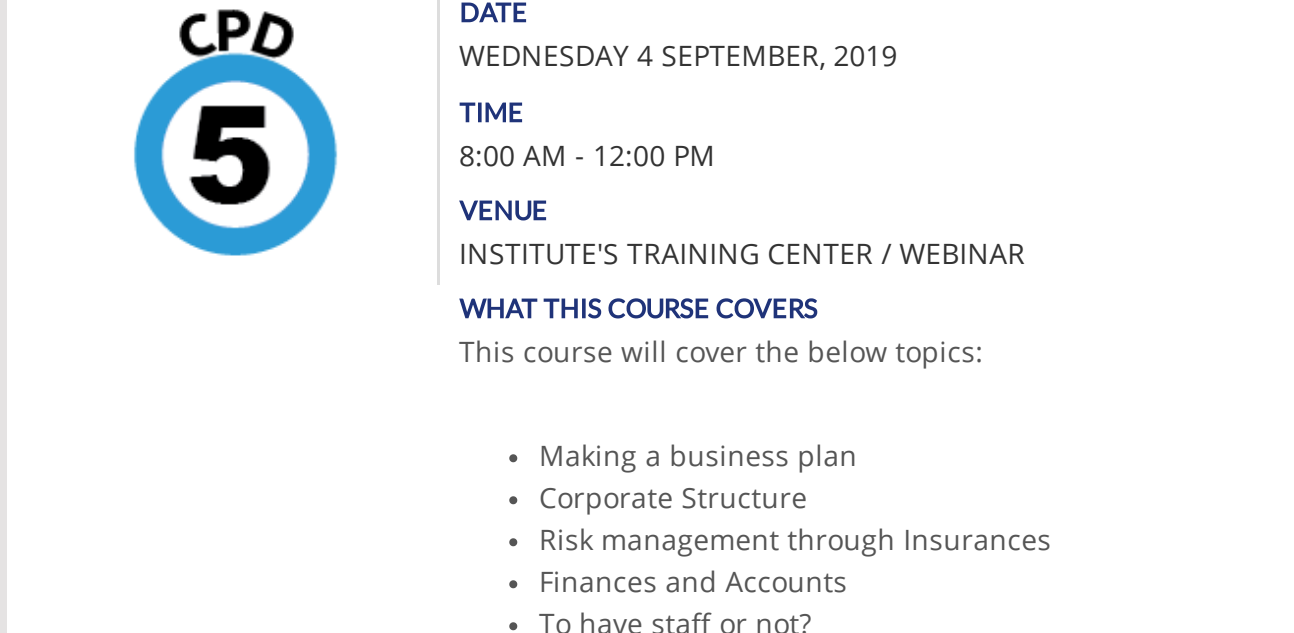


All Learning Program Courses and Events are specifically tailored to the interests and needs of the people in the civil industry. Ultimately, this benefits the development of a skilled and sustainable industry and is the key reason the Institute was created.

[LEARN MORE](#)

## FEATURED COURSE

### THE INSTITUTE OF CIVIL INFRASTRUCTURE BUSINESS AND OPERATIONS COURSE



## Managing a small civil construction business effectively

Live Interactive Webinar or at the ICI Learning Center

OVER 70 CPD COURSES FOR THE CIVIL CONSTRUCTION INDUSTRY

### Managing a small civil construction business effectively

CPD  
5

DATE  
WEDNESDAY 4 SEPTEMBER, 2019

TIME  
8:00 AM - 12:00 PM

VENUE  
INSTITUTE'S TRAINING CENTER / WEBINAR

### WHAT THIS COURSE COVERS

This course will cover the below topics:

- Making a business plan
- Corporate Structure
- Risk management through Insurances
- Finances and 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

### COST

**Tickets**

**Member Price:** \$236.00 Inc GST

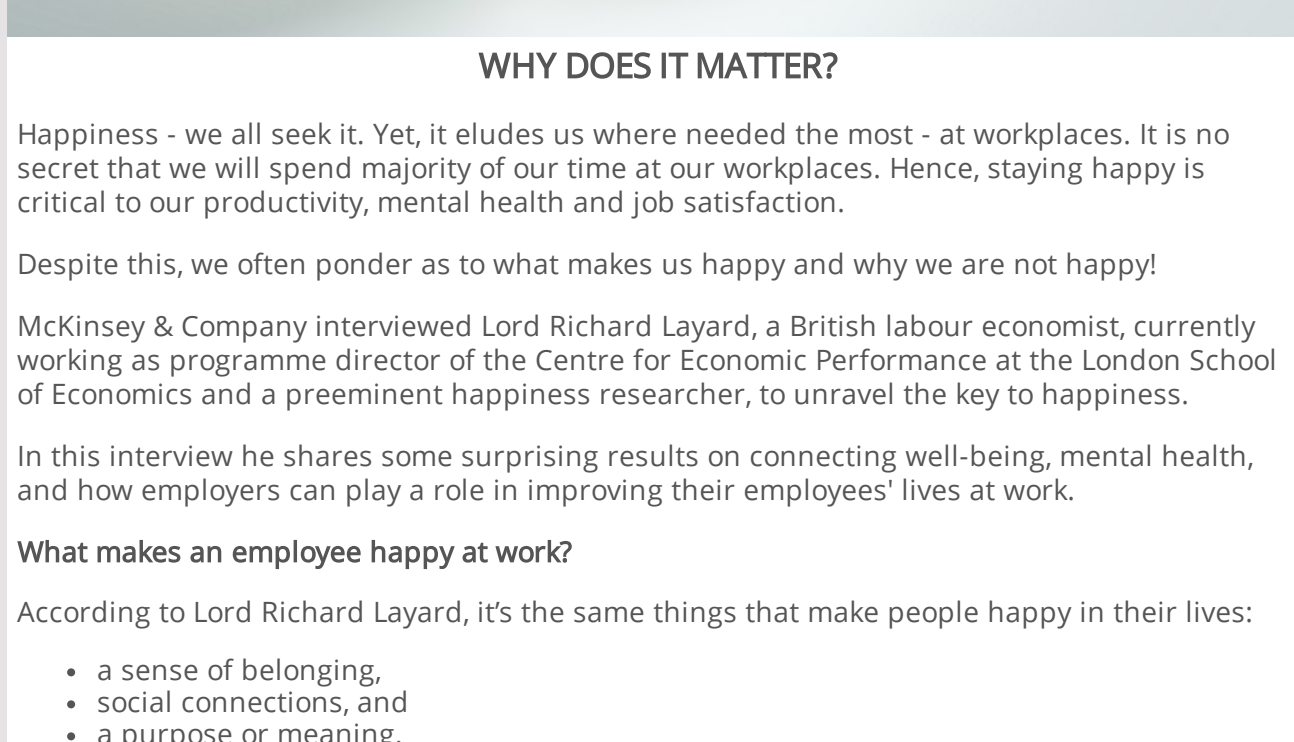
**Affiliate Price:** \$264.00 Inc GST

**Non-Member Price:** \$373.00 Inc GST

**Registration Closes:** 19 August 2019

[BOOK NOW](#)

## WHAT MAKES AN EMPLOYEE HAPPY AT WORK?



### WHY DOES IT MATTER?

Happiness - we all seek it. Yet, it eludes us where needed the most - at workplaces. It is no secret that we will spend majority of our time at our workplaces. Hence, staying happy is critical to our productivity, mental health and job satisfaction.

Despite this, we often ponder as to what makes us happy and why we are not happy!

McKinsey & Company interviewed Lord Richard Layard, a British labour economist, currently working as programme director of the Centre for Economic Performance at the London School of Economics and a preminent happiness researcher, to unravel the key to happiness.

In this interview he shares some surprising results on connecting well-being, mental health, and how employees can play a role in improving their employees' lives at work.

**What makes an employee happy at work?**

According to Lord Richard Layard, it's the same things that make people happy in their lives:

- a sense of belonging,
- social connections, and
- a purpose or meaning.

Tera Allas, director of research and economics at the McKinsey Center for Government, asks Lord Layard what role employers can have in improving their workers' lives in the face of present-day challenges like technological disruption and mental illness.

To read the full article and interview click below.

[THE KEY TO HAPPINESS](#)

## WHAT'S COMING UP ON THE LEARNING & EVENTS CALENDAR

**9 Sept 2019**  
**Project Cost (1) - Estimation and Control**

Course No: T0023 - 02  
Time: 8:30 AM - 12:30 PM  
Member price: \$275.00  
Webinar & Learning Centre

[BOOK COURSE](#)

**10 Sept 2019**  
**WHS for Manager of Managers**

Course No: P0238 - 02  
Time: 8:30 AM - 12:30 PM  
Member price: \$223.00  
Webinar & Learning Centre

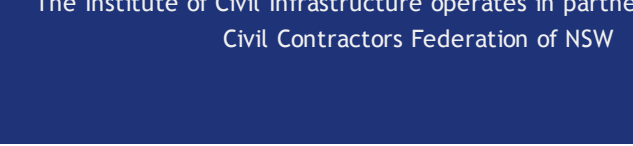
[BOOK COURSE](#)

**11 Sept 2019**  
**Leadership in a Crisis**

Course No: P0212 - 02  
Time: 8:00 AM - 12:00 PM  
Member price: \$313.00  
Webinar & Learning Centre

[BOOK COURSE](#)

## YOUR CIVIL CAREER



Can credentials give you civil industry credibility?

[READ MORE](#)



Six reasons why networking is important

[READ MORE](#)

Should someone else be getting this email?  
These types of email updates cover a number of topics and it would be a shame if someone in your organisation was missing out on vital training information or missed an invitation to a networking event in your area. Send an email to [admin@iciaustralia.com](mailto:admin@iciaustralia.com) or call 1300 424 287 with the names and emails of people in your business who should be receiving them to get more people aware of what ICI has to offer.

[JOIN OUR MAILING LIST](#)



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



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The Voice of the Industry