

PRESENTATIONS PEOPLE REMEMBER

Presentation skills Training with Julie McCrossin

In 2011, broadcaster and journalist Julie McCrossin is again presenting a series of special workshops entitled "Presentations People Remember" for Executives and Senior Managers of Not for Profit Organisations. These highly interactive sessions will run from 9am to 4.30pm with a maximum of 15 participants. The workshops are run in conjunction with WestWood Spice. We have held the price at the 2010 level.



The presenter's checklist

This workshop ensures participants will know how to:

- clarify the primary purpose of a talk
- get to know the audience
- make connections with the audience
- choose 3 key messages for each particular audience
- choose stories, anecdotes or metaphors to illustrate the messages
- find images to illustrate key messages or feelings
- actively involve the audience, especially at the beginning
- offer the right follow-up information, and
- cut the talk in half so you finish early and have time for more interaction.

Dates and location of workshops – Nouotel, Darling Harbour

- Thursday 28 July 2011
- Monday 15 August 2011 (CEO's only)
- Wednesday 19 October 2011

Registration

Register and pay by contacting Liz Cunneen at WestWood Spice on 02 9555 4429 or lizcunneen@westwoodspice.com.au

Julie McCrossin

Julie McCrossin talks to people for a living. After 20 years as a broadcaster with ABC Radio, ABC TV and Network Ten, she is now a freelance journalist, facilitator and speaker. She presented the radio show Life Matters on ABC Radio National for 5 years - initially with Geraldine Doogue and then as solo presenter - covering countless health, welfare and educational topics with a frequent rural focus. Julie was also a team leader on the media quiz show Good News Week for 5 years on Network Ten and ABC TV.

Julie has worked as a trainer in legal tribunals and in the private, community and public sectors, including for TAFE NSW. Currently Julie presents a travel program for Qantas and facilitates conferences and seminars nationally.

Julie has university qualifications in the arts, education and law and she is an Ambassador for NAPCAN (The National Association for the Prevention of Child Abuse and Neglect), the Fred Hollows Foundation and FRANS Inc (Making Things Happen for People with Disabilities).

Workshop content

See www.juliemccrossin.com . If you want more information you can also contact Julie via email at juliemccrossin@bigpond.com.

In-house training

Julie is also available to present workshops at your workplace. She tailors the course to the needs of your organisation.

Terms and Conditions

Pricing

Prices are quoted in Australian dollars. Fees include handouts, workshop content, tea/ coffee on arrival, morning tea and lunch. There must be a minimum of 10 persons for each workshop. Where a workshop is under-subscribed, WestWood Spice reserves the right to defer or cancel such a workshop. (See Cancellation Policy below)

Where there is over-subscription for a workshop, the order in which bookings are received shall determine their priority. WestWood Spice reserves the right to refuse the booking of a participant.

Registration and Confirmation

WestWood Spice can only accept registrations accompanied by a guarantee of payment in the form of a cheque or EFT payment. Postal or fax registrations must be accompanied by a signature and method of payment. WestWood Spice cannot accept registrations by telephone or provisional registrations. Submission of a registration form indicates the participant agrees to the terms and conditions set out and will be charged the appropriate workshop fee. Detailed confirmation instructions will be sent out prior to the workshop by email, post or fax.

Cancellation and Refund Policy

Cancellation - Cancellations must be in writing (email, mail or fax) and must be received at least 20 working days before the relevant workshop date. In the event of a cancellation, a full refund less a \$50 (inclusive of GST) service charge will be made.

There will be no refunds for non attendance or for cancellation less than 20 days prior to workshop. In the unlikely event of presenter workshop cancellation (e.g. illness) participants will be informed as soon as possible and offered an alternative workshop place or full refund of workshop fee.

Transfer - Should a participant wish to transfer to a later workshop, notice must be given at least 10 working days in advance of the original workshop and agreement will be at the discretion of WestWood Spice. In the event that you are unable to attend a workshop you may nominate another person to attend in your place. We request any changes to participant attendance 48 hours prior to event.

Content of workshop

Julie McCrossin reserves the right to add, alter or remove workshop content without prior notice, provided the materials used still meet the advertised description for that workshop.

Neither Julie McCrossin nor WestWood Spice guarantees or promises any specific results from attendance at any workshop. Julie McCrossin has sole and exclusive ownership of all content associated with the workshops including copyright and any other intellectual property rights in such content, notes and handouts. They may not be reproduced wholly or in part without prior consent from Julie McCrossin.

Responsibilities

Participants bringing along valuables and personal property do so at their own risk and are responsible for their safety. WestWood Spice cannot be held liable for loss or damage to personal items. Any travel and accommodation arrangements if required are the responsibility of participants. Workshop staff cannot facilitate local transport or other arrangements.

WestWood Spice

WestWood Spice is a specialist consulting group with particular expertise in the community and public sectors. It works with **programs, organisations and people** to make a difference in the lives of those who are disadvantaged. WestWood Spice is based in Sydney with a team of over 30 consultants across Australia.

Fee per person AU\$750.00 plus GST (AU\$825.00 incl GST)

Including handouts and refreshments on arrival, morning/afternoon tea and lunch

Discount for Group Bookings

2 or more people AU\$650.00 plus GST (AU\$715.00 incl GST)

Group bookings can be from different organisations. For group bookings, please contact WestWood Spice on 02 9555 4429

Payment options

Direct debit - BSB: 082080; Acct No: 169526809; Acct Name: WestWood Spice-McCrossin

Cheque - payable to WestWood Spice-McCrossin