# SUBJECT COORDINATOR PROFESSIONAL DEVELOPMENT WORKSHOP AGENDA

## TIME | SESSION | SESSION OUTCOMES
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9:30am | Welcome and Introductions | Welcome and introduce participants and facilitators,

**9.45am** | Speed dating: Introducing the iCVF and mapping capabilities | Through active participation in this session, participants will:
- Break the ice by getting to know at least three other participants from other universities

**11:00AM: MORNING TEA**

**11:30am** | Practices in working with sessional staff | Through active participation in this session, participants will:
- Identify effective practices for working with sessional staff
- Analyse the practices and categorise them into iCVF roles

**12:30PM: LUNCH**

**1:15pm** | Introduction to resources | Through active participation in this session, participants will:
- Review and evaluate resources for subject coordinators
- Review and evaluate resources for professional development of sessional staff
- Identify methods for promoting use of key resources within faculty/school/institution.

**2.00pm** | The iCVF: A framework for developing leadership capacity | Through active participation in this session, participants will:
- Identify a component of the iCVF and the associated capabilities they wish to develop.
- Ascertain the explicit strategies they plan to employ to develop the identified component and associated capabilities of the iCVF.
- Generate a detailed action plan for developing a component and associated capabilities of the iCVF.

**2.25pm** | Coffee on the Run Roundtable: | Through active participation in this session, participants will:
- Identify possible action plan topics.
- Discuss and develop their individual action plan
- Provide and receive feedback on plans within institutional group activity

**3.40pm** | Close/Evaluations and Where to from Here | Gather feedback on the facilitated program and suggestions for potentially enhancing the workshop.