

# 'Professional Development'

"Education isn't something you can ever finish" (Isaac Asimov)



TLC has a new range of ONLINE professional development options.

**All ONLY  
\*\$55**

*\*Online price.  
Workbook and group options  
also available - call us to enquire.*

- ✚ Participating in consultation and issues resolution
- ✚ Networking – how and why
- ✚ Children's leisure and recreation programs
- ✚ Continuous improvement
- ✚ Creating a safety culture
- ✚ Innovation in the workplace
- ✚ Interpreting the WHS legislative framework and its relationship to the Health Safety regulation
- ✚ Coaching skills for managers
- ✚ Health and safety representative bridging course

- ✚ Organisations and sustainability
- ✚ Time management
- ✚ Being a mentor
- ✚ After school care for children
- ✚ Risk assessment and control
- ✚ Creating a flexible workplace
- ✚ Developing an induction program
- ✚ Diversity – understanding and managing
- ✚ Effective meetings
- ✚ Health and safety leadership
- ✚ Infection control
- ✚ Innovation in the workplace
- ✚ Older people's leisure and recreation programs
- ✚ Leadership in work organisations
- ✚ Managing work stress
- ✚ Manual handling

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