



# Consultative Committee

Duration: 1 Day

## Course overview

High performance workplaces promote employee participation in decision making because they understand that employees have a legitimate right to be involved in decisions that affect their working lives. A workplace consultative committee is an effective way of achieving this.

If your organisation is convening a new committee or has recently held elections for new committee members this one-day course will:

- provide participants with the skills and knowledge to ensure joint consultative mechanisms work effectively
- ensure that all participants clear on what is expected of them
- clarify the various roles and responsibilities of the members of a consultative committee.

## This course is ideal for

This training is for organisations establishing a committee, or who have recently held elections for new committee members. Existing and long standing committee members will also benefit.

## Tailored training for your organisation

LGTI offers customisation options for classroom training programs with consideration of the learners' and employers' desired work outcomes. These programs may be based in one individual organisation or for a group of organisations in a particular region. Price for group training: on application

## Learning outcomes:

- Describe the nature of effective workplace consultation
- Identify the key responsibilities of committee members
- Develop a consultative committee constitution, or
- Analyse an existing consultative committee constitution
- Identify the benefits of consultation in the workplace and the impacts of a productive consultative committee;
- Discuss the consultative committee meeting practice
- Identify the key roles and process of effective consultative committees
- Discuss the activities that members of the committee need to undertake before, during and after any committee meeting;
- Develop an effective decision making process for the committee

## Register

Please register at [www.lgti.com.au](http://www.lgti.com.au) or contact us for more details.