



WORK READINESS INSTITUTE  
AUSTRALIA



# NEW MANAGERS AND MANAGERS IN TRANSITION PROGRAMME

A WORK-BASED LEARNING APPROACH

## PROGRAMME KNOWLEDGE (K)

With the guidance of the WRIA facilitators, the participants will access business/management knowledge specific to their individual work-based project.

In addition, WRIA will provide directed readings on Work-Based Learning and Reflective Practice.

## LEARNING MATERIALS AND ACTIVITIES

Participants will also engage in:

- directed reading of relevant articles and other learning materials through the learning management system and on-line library
- pre-recorded learning videos and activities to encourage

## ROLE OF THE PARTICIPANT

Each participant will produce the following deliverables:

- A work-based project plan
- a monthly reflective report on the initial implementation of the plan; and
- A project implementation report, integrating the monthly reflective reports and a summary of the participant's reflections on the development of the work-based project.

## CERTIFICATION

Those participants who complete the deliverables will receive a **Certificate of Completion** from WRIA.

Participants who do not complete the deliverables to the required standard will receive a **Certificate of Participation** from WRIA.

## ROLE OF WRIA PROGRAMME FACILITATOR

Experienced WRIA Programme Facilitators will provide written feedback on the project plan and reflective reports produced by each participant. They will also facilitate regular webinars to assist in the learning process as the participants reflect on their project and their development in the context of the planning of project and initial implementation.

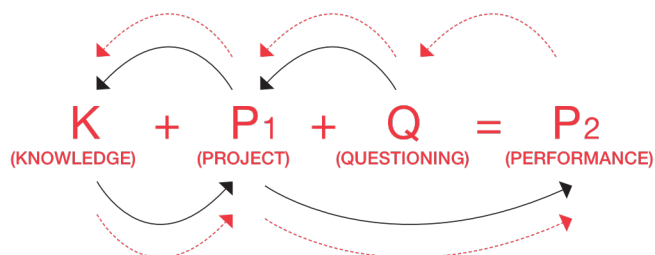
## ROLE OF THE MANAGER

The manager of each participant plays a crucial role in this programme. The participants will provide their managers the project plan for their approval, the monthly reflective reports as well as the implementation report. In addition, the managers will receive the copies of the WRIA Programme Facilitator's written feedback on the reflective reports.

The triangulation process comprising the reflective reports from the participant, feedback from the WRIA Programme Facilitator and the manager's observations of the participant will aid the manager to assess the participant's progress.

## CONSULTATIVE WORK-APPLIED LEARNING (WAL) PROCESS

During this programme, participants will go through a consultative WAL process as summarised in the learning formula:



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They will:

- Critically reflect on the relevant business and management skills they need to acquire
- Question (**Q**) how to solve the problem
- Define their work-based project (**P1**)
- Reflect and apply the relevant knowledge (**K**) to achieve the required skills
- Achieve performance outcomes (**P2**) including learning and project outcomes.





THIS UNIQUE MANAGEMENT LEARNING PROGRAMME ENABLES MANAGERS TO DEVELOP A DEEPER UNDERSTANDING ABOUT A BUSINESS/ MANAGEMENT AREA TO ADDRESS AND APPLY TO THE CURRENT AND FUTURE NEEDS OF THEIR ORGANISATION

## ABOUT THIS PROGRAMME

The New Managers and Managers in Transition (NMMT) Programme has been developed by Work-Readiness Institute Australia (WRIA).

It uses a unique consultative work-based learning approach for the learning and development of new and emerging managers based on their current and future needs as well as their organisations.

The participants and their organisations will identify the relevant business or management skills and knowledge that will benefit the individual participant as well as the needs of their organisation.

With the support of WRIA Facilitators, the participants will plan and undertake the initial implementation of a work-based project which will enable them to acquire and apply the relevant business or management skills and knowledge.

Participants will reflect with their immediate supervisor on the business or management knowledge areas relevant to the work-based project. Such a process ensures that the participants undertake work-based projects to enable them to not only achieve the project outcomes for the organisation, but also learning outcomes for themselves.

This programme is delivered online with in-built facilitation and coaching and the learning is directly integrated into the participant's work situation through a work-based learning process.

## ENTRY CRITERIA

This programme is designed for managers and emerging managers who their organisations believe would become more effective in their jobs and improve their performance by undertaking the work-based project.



## HOW DOES THIS PROGRAMME WORK

### PROGRAMME STRUCTURE

This is a **4 month** online programme, during which the participants will:

- scope the work-based project based on the needs of their organisations, with the approval of their immediate supervisor,
- identify the current business/management knowledge which is relevant to their work-based project,
- systematically analyse and synthesise the information for their work-based project,
- adapt and integrate the knowledge to their work-based project,
- develop a plan for their work-based project and undertake the initial implementation of the plan, and
- evaluate the initial implementation of the project with their immediate supervisor.





## PROGRAMME FEE

The programme fee per participant is **AUD10,000, plus GST**. Each cohort requires 12 managers.

Where the programme is delivered outside Australia, the same programme fee applies, plus any applicable taxes in that country.

While the programme fee is set for one year, the impact of global changes could result in a fee increase.

## CUSTOMISATION

In the event a corporate client or association requests a customisation of the programme, an additional fee is applicable depending on the degree of customisation and the needs of the client.

## ABOUT



### Work-Readiness Institute Australia (WRIA)

Work Readiness Institute Australia (WRIA) is committed to developing the human, business and management skills of people who are in the transition of change.

WRIA programmes are designed for graduates and non-managerial staff, new managers and managers in transition, and emerging entrepreneurs and leaders. It is an associate of Global Centre for Work-Applied Learning (GCWAL).



### FOR FURTHER INFORMATION ON OUR PROGRAMME, PLEASE CONTACT US:

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