



Learning Program 2: Refining Flexible Work Fact Sheet

- Have you completed Program 1: Creating Flexible Work?
- Have you explored the best way to work flexibly in your current work environment?
- Have you implemented your new work practices?
- Do you need some help to finetune your new situation?

If the answer is yes to any of the above the questions the Refining Flexible Work program is for you!

What is Refining Flexible Work?

Refining Flexible Work is a one-on-one or group coaching opportunity – offered online or in person.

Following on from the program Creating Flexible Work, it has been developed for individuals who have explored how best they can work flexibly in their current environment, have implemented their new work practices and need some help to 'iron out' a few issues.

Coaching for success

This coaching session will help to 'get underneath' the issues you feel are preventing your flexible work practices from being the success they should be. You and your coach will further explore what is hampering success. To do this effectively you will need to save your output and activity analysis report from module 3 of Program 1: Creating Flexible Work as a PDF document and send it to your coach in advance of your session.

Using frameworks, methodologies and tools from the tool kit from both programs we can help you explore and refine your Flexible Work helping you to produce the flexible work outcome you need

This program has an element of out-of-program work. You will need to collect and send the information from Module 3 of the Creating Flexible Work Program. On enrolment in this course, you will be sent more details.

Learning Outcomes

- Critically review your flexible work option
- Understand your organisation's culture and where you can receive support from others to implement flexible work
- Using a thorough diagnostic process, review the current 'sticking points' at work and rearrange job outputs to suit working flexibly
- Critically review what it is you can and can't change
- Agree 'where to next' to refine your flexible work outcomes



- Learn new frameworks, methodologies, tools and templates, all of which are provided to you to support your working flexibly

Study online or in person

The program is available online at the Changing Circumstances Learning Centre and in a facilitated workshop format.

Online

- Select a 45-minute session that suits you from our calendar
- Using video chat allows you to be in the comfort of your own home or office
- Simply electronically send your Outcomes / Activity report so that we can view it in advance of your session

Cost

- Introductory price of \$187 (including GST)

Workshop

- One day workshop
- Great for those who prefer face to face
- The workshop is offered to groups in organisations or a public schedule is available
- Contact us for more information about the Refining Flexible Work workshop

Cost

- Contact us to for a quote*

* The workshop can be delivered a number of different ways and the number of participants can vary. We do like to cap participant attendance to eight people. This ensures everyone receives what they need from the workshop.

Who are we?

Changing Circumstances supports individuals and organisations to manage change. We are experienced professionals who have a strong background in Change Management and Human Resources. We work flexibly ourselves and have drawn from our extensive personal and professional experience to develop these programs.

Technical Requirements

Please see the Technical Requirements link located on the Work Life Program page (far right on the Changing Circumstances website.)

Ready to begin?

Simply select the green button located on the Changing Circumstances website to go to Changing Circumstances Learning Centre, or contact us for more details.