



**Are you a board member, trustee or manager  
of a community group/organisation  
that employs paid staff?**

**Then you are invited to...**

## **Working for Effective Employment Relationships**

**Facilitated by Michael Woodcock and Conor Twyford**

Hosted by the Mangere East Family Services Centre and the Workplace Wellbeing Project in conjunction with input from the Department of Labour Mediation Service, this workshop discusses key issues relating to employment matters in community-based organisations. This is an opportunity for sector employers and managers to add to their toolkit of skills and knowledge about best employment practice.

Topics include:

- ✦ Employment Relations Act 2000
- ✦ Governance and Management Issues in Employment Situations
- ✦ Managing Workplace Conflict
- ✦ Performance Management
- ✦ Mediation and Unions

The focus of the workshop is on developing and maintaining effective and positive employment relationships for people involved in working or volunteering on boards and committees in the community.

*Mana Mahi*, the new one-stop employment resource for community organisations, will also be reviewed at this workshop and all participants will receive a free copy.

- Date:** Thursday 27 August, 2009
- Venue:** Mangere Law Centre, Unit 9/Shop 27, Mangere Town Centre
- Time:** 9.30am – 4.30pm
- Cost:** \$40 per person – includes lunch and a copy of *Mana Mahi* for each participant
- RSVP:** By 24 August – registrations essential



## Working for Effective Employment Relationships: Programme Outline

9.30am	Welcome, Introductions
9.45am	Setting the Scene Governance and Management
10.45am	Tea break
11am	Employment Relationships Unions and Collective Organising Managing Workplace Conflict
12.45pm	Lunch
1.30pm	Managing Performance Introduction to Mediation
4.00pm	Workshop Evaluation Farewells and finish

For all enquiries, or to register, please contact:  
Mangere East Family Service Centre, P.O.Box 86-086, Mangere East  
Ph: 09 256 0810 extn 201 or email: [peter@mefsc.org.nz](mailto:peter@mefsc.org.nz)

**Numbers limited**  
**Registration and Prepayment Essential**  
**Cancellation Policy: Three Days' notice**

### REGISTRATION FORM


Organisation: .....

Name: .....

Address of Organisation: .....

Any special dietary or other (eg disability-related) needs .....

Email Address: ..... Phone: .....

The  Workplace Wellbeing Project is a collaboration between the NZ Council of Social Services, the NZ Federation of Voluntary Welfare Organisations, Social Services Waikato and the Service and Food Workers Union Nga Ringa Tota. We gratefully acknowledge funding from the Department of Labour and input from DoL Mediation Service. The project's purpose is to support the development and maintenance of good employment practice and relationships within the tangata whenua, community and voluntary sector.