

# Flexible Professional Development for Education Leaders

30 flexible modules you can mix and match to fit your context, calendar and budget

## Overview

Everyone's context is unique, so it's no surprise that flexible programs are our most popular offer...

- ✓ Build your team's capability and confidence
- ✓ Gain new practical tools and a shared approach to leadership
- ✓ Access bite-sized learning that fits your schedule

## Meeting your learning needs

30 modules are available, offering a chance for you to widen your skillset and gain new strategies in...

- **Relate** – critical people leadership skills
- **Be** – emotional intelligence, confidence and resilience
- **Inspire** – leading change, creating shared purpose
- **Think** – leading improvement

Every module can be delivered by professional leadership coaches via 1-1 coaching, group coaching or a workshop.



## WORKSHOPS

Half-day workshop (1 module)  
Full day workshop (2 modules)  
Max 25 participants per facilitator

## GROUP COACHING

e.g. six 90-minute sessions for up to six participants with a team coach via *Teams*, plus online learning

## 1-TO-1 COACHING

e.g. five 60-minute sessions with a leadership coach via *Teams*, plus personalized online learning

# Building leadership capability

Education leaders are operating in environments of increasing complexity and ongoing change. Leaders at every level are expected to do more—with greater confidence, care, and consistency.

**BTS Spark Flexible Programs** support education organisations to build leadership capability that translates into everyday practice. Programs combine flexibility with depth to meet diverse contexts and workforce needs.

Organisations partner with BTS Spark to:

- Build a shared leadership language and approach
- Align leadership development to strategic priorities and improvement agendas
- Support leader confidence, wellbeing and retention
- Build pipeline of leaders at all levels (e.g. middle leaders)
- Strengthen collaboration e.g. in leadership teams
- Achieve stronger return on professional development investment





# Choose how you learn

Flexible programs give you the opportunity to design professional development to meet the needs of your team, your context and your budget. 30 modules are available in three different learning formats...



## Workshops

Workshops reach the many (25 participants per facilitator, face-to-face or virtual), giving participants a memorable experiential experience focused on building capability.

Great for skill building across large teams or whole school staff. Participants experience new tools, closing the knowing-doing gap.



## Group coaching

'Pods' are highly interactive, small group coaching sessions involving 4-6 participants engaging with a professional coach via *Teams* or *Zoom* to focus on a specific leadership capability.

Provides opportunity for participants to discuss challenges with peers, learn new strategies and coach each other. Builds team alignment and connection.



## 1:1 coaching

Individual 1:1 coaching provides personalised professional growth and on demand support to debrief challenges at work – enabling deep and lasting individual change.

100% customised to the individual. Enables the participant to reflect on their practice, and work towards mindset growth and behaviour change.

# Examples of programs

There are many ways to mix and match modules. Here are some typical examples...

## Workshop series



Often delivered as after-school twilight sessions for a leadership team or staff group. Workshop topics can be chosen in advance or may evolve from group discussion

## Coaching experience



Interspersing group coaching and 1-1 coaching sessions enables participants to learn from peers and get individual support from a coach

## Blended program



Typically starting with a workshop day. Workshop options include 'Developing your Personal Leadership', 'Coaching', 'Feedback', 'Powerful Conversations' and 'Resilience'



# Frequently asked questions

- **Can we tailor a program to our specific context and challenges?**

Absolutely. You can choose modules that feel relevant to the needs of your team. We can provide expert advice on your choice of modules. You may want your flexible program to comprise a series of similar sessions, e.g. six group coaching sessions or a workshop series. Alternatively, you can choose to mix and match – for example, kicking off with a workshop and then following on with 1-1 or group coaching. You can brief us on your context so that your coach facilitator can make the learning targeted to your needs.

- **Who will deliver our flexible program?**

BTS Spark will match you with a professional leadership coach facilitator who is best equipped to support you. Our coach facilitators are typically accredited with the International Coach Federation, and bring 1-2 decades of experience in leadership development, coaching and facilitation. They have met BTS' rigorous quality standards for effective coaching and engaging facilitation. They have supported many hundreds of leaders at different levels and understand the challenges of educational leadership.

- **When can we start our flexible program?**

You can get going straight away or book a program in to start at the beginning of next term. Sessions can be booked at times to suit your schedule – morning, afternoon or twilight. Workshops for specific dates generally require 1-2 months' notice.

- **How long do flexible programs last?**

They are flexible! Typically, you book in an agreed number of sessions initially – often spaced out every 3-4 weeks – to provide your participants with a cadence of learning. This may last 4-6 months and can be extended if you wish.

- **I have a set budget, can you work with that?**

Yes. If you let us know what your budget is, we can recommend the best way to design your flexible program for maximum value and impact.

# Explore your options

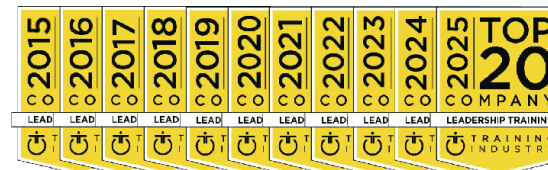
Can we help you design your flexible program? Email us at [hello@btsspark.org](mailto:hello@btsspark.org) with your questions, ask us for a tailored quotation or invite us to talk with you or your team.

Check out our [Flexible Programs webpage](#) or google 'BTS Spark flexible programs'.



*BTS Spark is the not-for-profit practice of BTS, a multi-award-winning global leadership consultancy.*

- Our **mission** is to support education leaders with the human side of leadership
- Our **purpose** is to help every education leader feel confident, resourceful, and fully capable
- Our **vision** is for all students and teachers to benefit from empowered, supportive leadership



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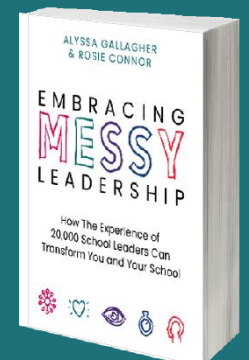
education leaders  
supported

400

coaches  
worldwide

2

popular books



# Appendix: Selecting your modules

With 30 modules to choose from, you are spoilt for choice! You don't need to decide all your modules upfront. To get a program underway, you only need to select your first module. We recommend that you start with one of these 8 foundation modules (and we can help you choose). Your coach facilitator can then advise you on subsequent modules.



(Each module comprises a half-day workshop, 2 group coaching sessions or 1-2 one-to-one coaching sessions.)

# Engage Others module

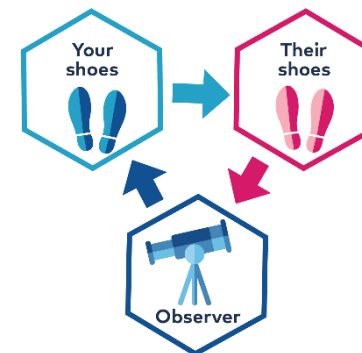
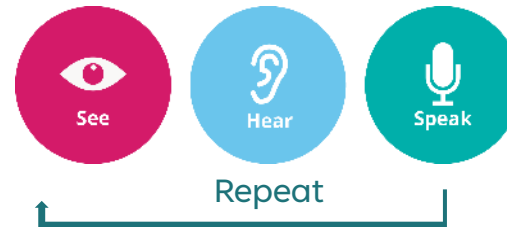
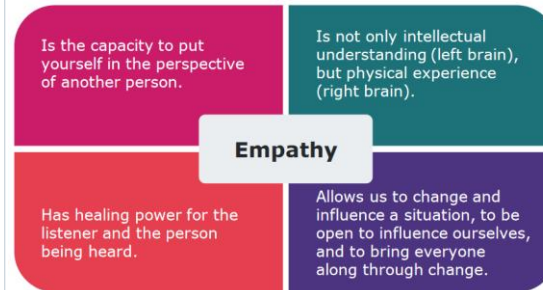
How to influence and relate to people you find different or challenging



## OBJECTIVES

- Understand the value of empathy and how to demonstrate it with others
- Identify situations where stepping into another's shoes would help to improve a relationship
- Know the steps to take to understand the "why" that drives others' behaviour

## KEY MODELS & TOOLS



### Prepare

- Online prework (for coaching only)

### Experience

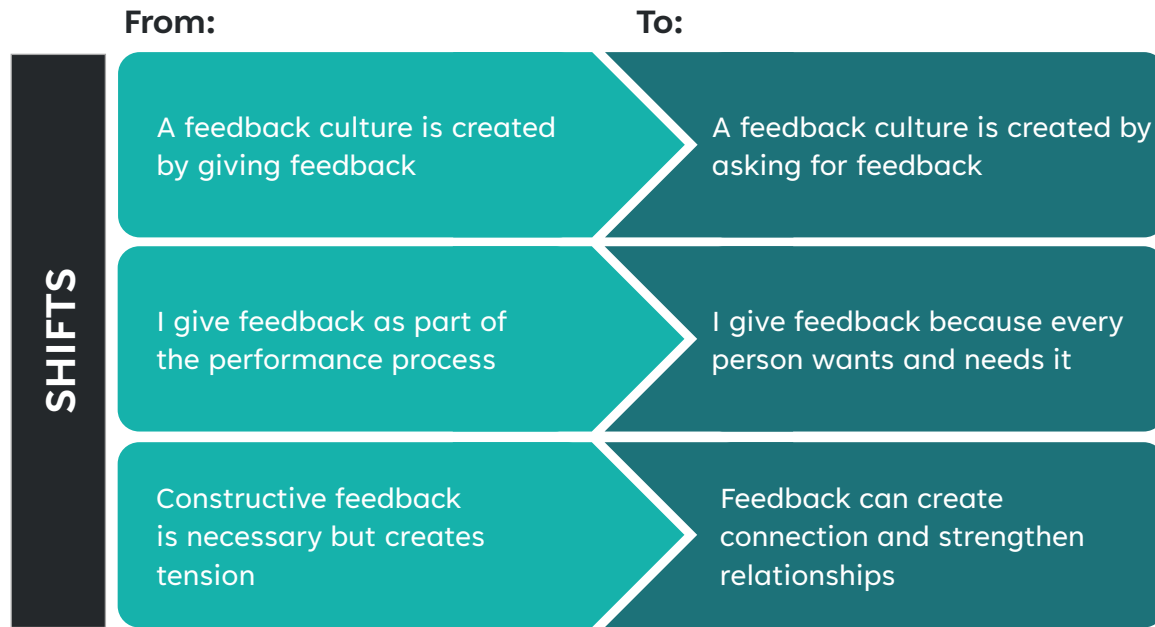
- Empathy
- Barriers to empathy
- See-hear-speak
- High impact questions
- Perceptual positions

### Apply

- Go-Do commitments

# Feedback module

Championing a feedback culture by both asking for and giving regular, high-quality feedback



## OBJECTIVES

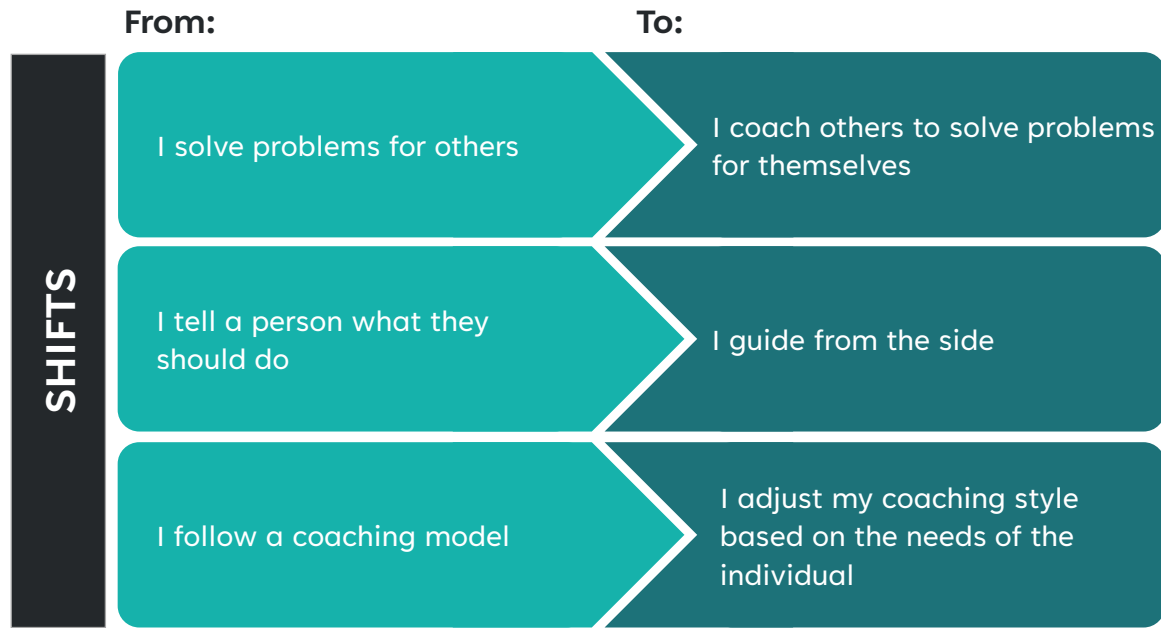
- Be comfortable asking for, and learning from, feedback regardless of role or leadership level
- Get the balance right between giving on and off-track feedback
- Know how to deliver consistent, effective feedback to those around you

## KEY MODELS & TOOLS



# Coaching module

Helping others grow and be able to solve problems for themselves



## OBJECTIVES

- Be able to move from the driver's seat to the passenger's seat in coaching and mentoring conversations
- Can structure an effective coaching conversation and ask questions to help others identify the behaviour they want to change, and the mindset or beliefs that drive it
- Build on your natural style and become more comfortable and skilled in your less-natural styles

## KEY MODELS & TOOLS

<ul style="list-style-type: none"> <li>I challenge poor performance quickly and effectively</li> <li>I find it easy to give constructive feedback</li> <li>I encourage people to break the mold and attempt the radical</li> <li>I help people see exactly where they can improve and excite them with the possibility of doing so</li> <li>I challenge people's thinking and help them see bigger possibilities</li> <li>I hold a "mirror" to people - helping them see their blind spots (positive or negative)</li> </ul> <p><b>A</b></p>	<ul style="list-style-type: none"> <li>People come to me to talk through difficult or personal issues</li> <li>I am comfortable when others express emotion</li> <li>I am a good listener</li> <li>I take time to help others develop their own solutions</li> <li>I am good at getting under the surface of an issue and getting to the heart of what is wrong</li> <li>By taking a step back I help people to look at an old problem in a new way</li> </ul> <p><b>B</b></p>
<ul style="list-style-type: none"> <li>I am respected and seen as a role model by my team, and am regularly sought out for advice</li> <li>I set high standards</li> <li>Where appropriate I tell people exactly what to do in a given situation</li> <li>I do things others try to emulate and learn from</li> <li>I make time to share my experience and knowledge with my team and to show people how to do tasks in a thorough way</li> <li>I explain things in a clear and compelling way</li> </ul> <p><b>C</b></p>	<ul style="list-style-type: none"> <li>I build the confidence of those around me</li> <li>I find it easy to give praise</li> <li>I find it easy to see the best in people, (and to spot their potential)</li> <li>I find stretching tasks for my people to do, giving them the opportunity to grow</li> <li>I empower my team, helping them find their own solutions to problems (rather than doing it for them)</li> <li>I'm good at letting go and allowing others the freedom to make mistakes so they can learn.</li> </ul> <p><b>D</b></p>



### Prepare

- Online prework (for coaching only)

### Experience

- Four faces - coaching questionnaire
- Four faces - coaching styles
- Four faces - skill vs. will
- GPS coaching conversations

### Apply

- Go-Do commitments

# Collaboration module

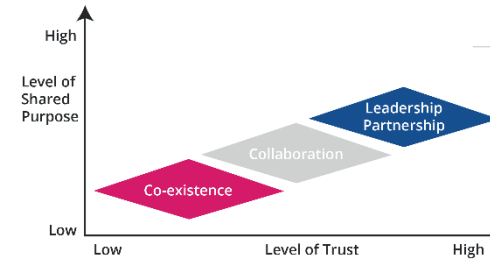
Understanding the value of co-creation and how to collaborate effectively in teams



## OBJECTIVES

- Learn the practices that are key to great teams
- Reflect on the trust dimension in your own relationships and what is required to become a high performing team
- Have the courage to reach out and collaborate with individuals or teams that are different from you

## KEY MODELS & TOOLS



### Prepare

- Online prework (for coaching only)

### Experience

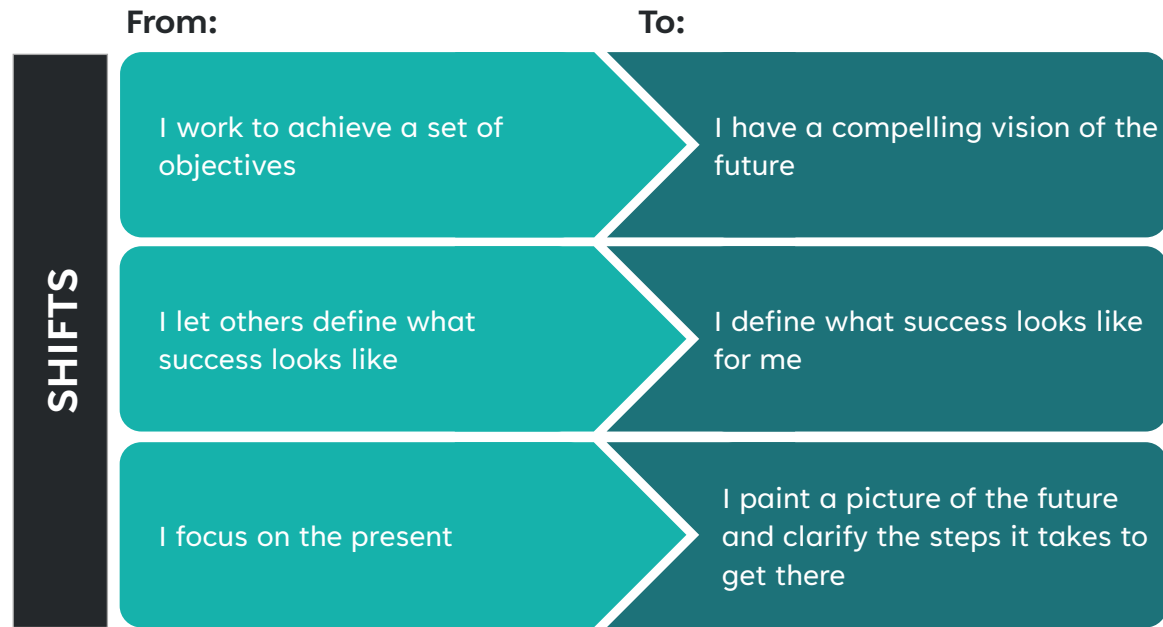
- Leadership partnership
- Seven practices for effective collaboration
- Seven practice shadows – what impedes collaboration
- The See-Hear-Speak of collaboration

### Apply

- Go-Do commitments

# Visioning (to lead change) module

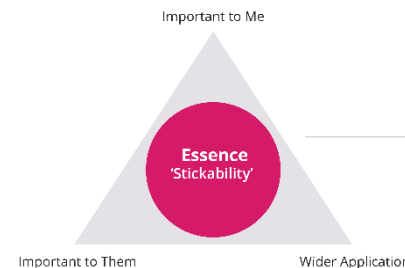
Creating a compelling vision for the future



## OBJECTIVES

- Create a clear picture of the future you'd like to create
- Get clear on how a future vision differs from the current reality and create dynamic tension between the 'from and the 'to'
- Build and practise a communication plan to inspire others with this vision

## KEY MODELS & TOOLS



### Prepare

- Online prework (for coaching only)

### Experience

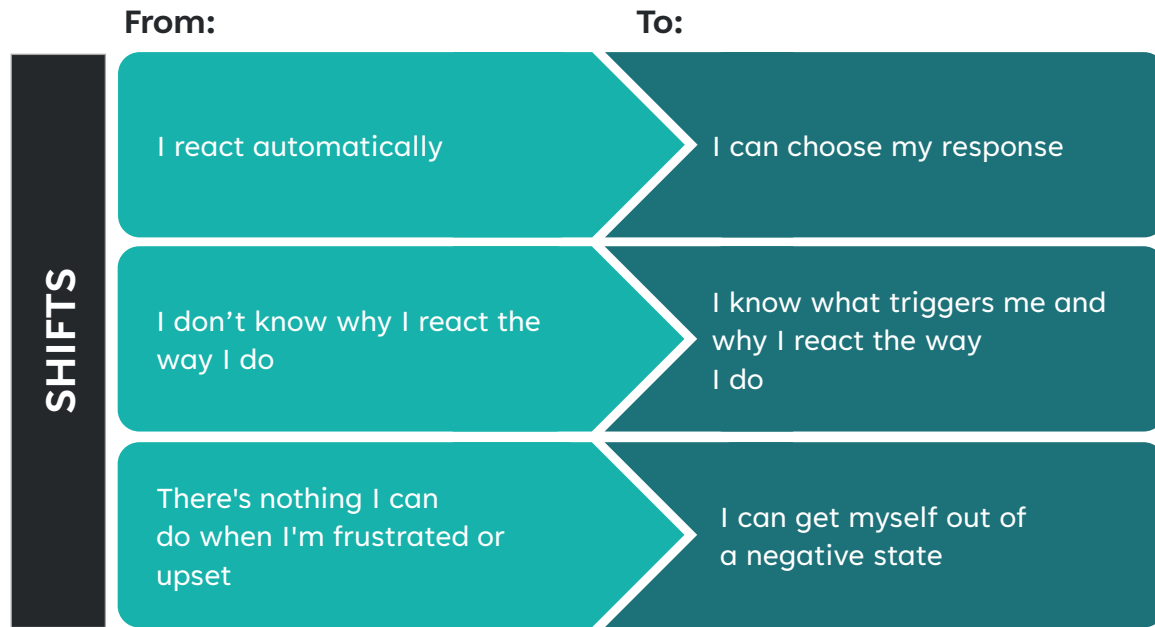
- Letter from the future
- Rubber band
- 3D vision: defining a vision using Me, Us and It
- Elevator speech

### Apply

- Go-Do commitments

# Resilience module

Understanding why you react the way you do, and being able to choose your response



## OBJECTIVES

- Understand how to recognise when you are not at your best and the impact it has
- Know what causes you not to be at your best and how to change it
- Take initiative in choosing your reactions and responses to challenges and opportunities

## KEY MODELS & TOOLS



# Confidence module

To be able to transform fears into actions and behaviours that are aligned with our values



## OBJECTIVES

- Engage in hard conversations in service of growth
- Bring confidence and authority to a situation in which you normally lack these
- Invite and acknowledge the courage of others

## KEY MODELS & TOOLS

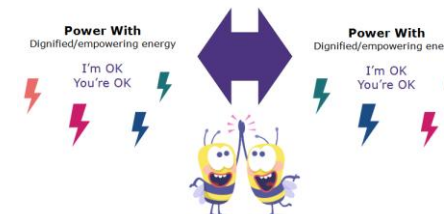
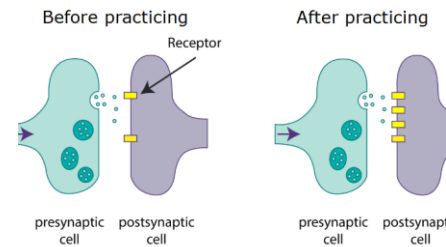


### Prepare

- Online prework (for coaching only)

### Experience

- The imposter phenomenon
- The neuroscience of confidence
- Natural genius
- Sources of authentic confidence
- Power dynamics

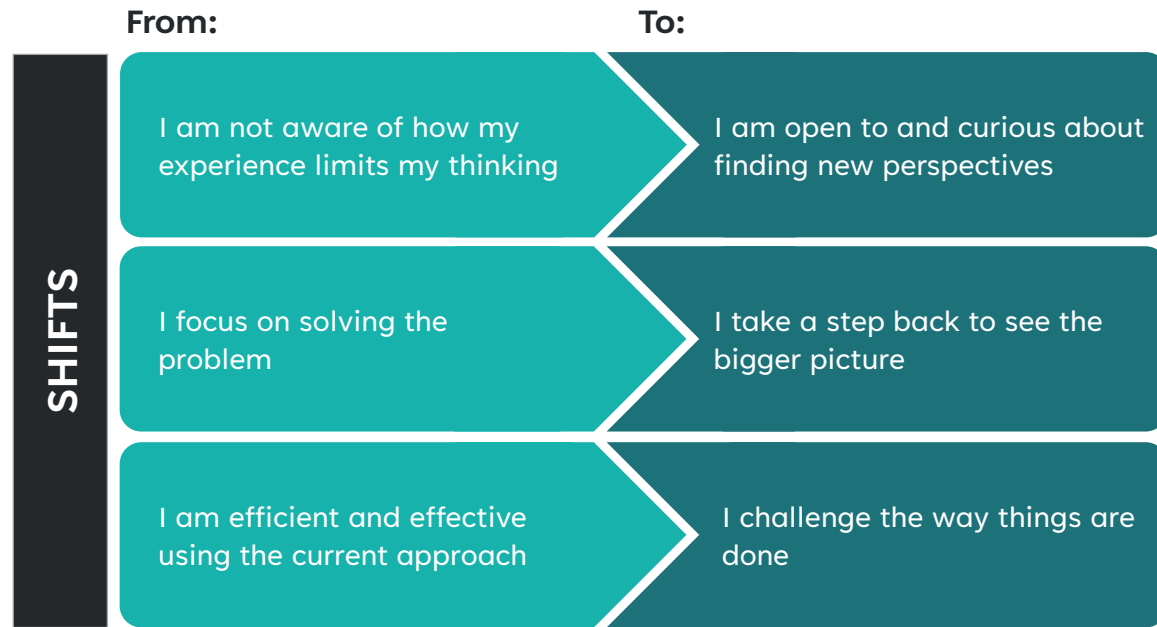


### Apply

- Go-Do commitments

# Challenge the Way Things are Done module

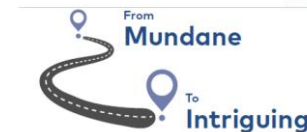
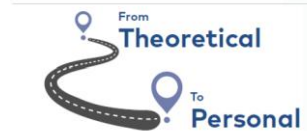
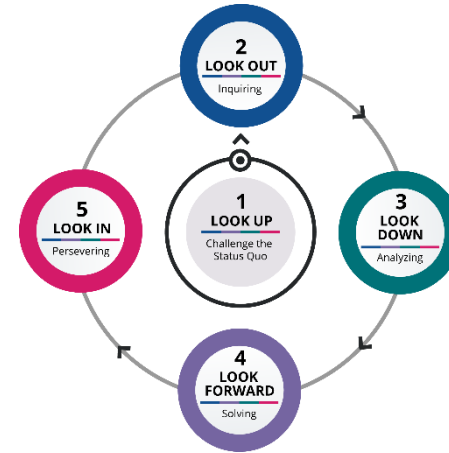
Taking a step back from a problem to challenge yourself and others to think differently



## OBJECTIVES

- Able to identify when fresh thinking is needed
- Can identify specific problems to solve and to become curious about solving them
- Be an agent for change and challenge current thinking

## KEY MODELS & TOOLS



### Prepare

- Online prework (for coaching only)

### Experience

- Breakthrough thinking cycle
- Rivers of thinking
- Turning problems into inquiry questions
- *What would have to be true?*

### Apply

- Go-Do commitments