



# WOMEN'S LEADERSHIP DEVELOPMENT PROGRAM

PROGRAM HANDBOOK

2024

# Welcome

From the CICA team, we welcome you to this exciting training opportunity: the Women’s Leadership Development Program. If you haven’t secured your place within the next cohort, head over to [cica.com.au](http://cica.com.au) to book or register your interest in the next intake.

For any further questions or queries please contact **Kate Galloway** on [kate@cica.com.au](mailto:kate@cica.com.au) or 0491 047 118.

We look forward to celebrating the successful outcomes of this program.

See **Program Design** document for the relevant cohort for locations and dates.

Once enrolled, see **Program Itinerary** document for the relevant cohort for full program details including itinerary, times, and locations.

# Contents

Program Purpose .....	3
About the Facillitator and Mentor .....	3
About the Program .....	4
Program Design .....	5
Investment Cost .....	6

## Program Purpose

The Women's Leadership Development Program provides an opportunity for women to come together to explore what it takes for women to exercise leadership and take up authority in leadership roles in Australia.

It enables women to become better equipped for the challenges of senior leadership roles, and creates opportunities to make new connections. The establishment of a women's support network increases the probability that participants will remain in the industry, and be successful in their roles.

CICA values diversity, and we aspire to make an impact by supporting women to develop in line with their interests and aspirations.

## About the Facillitator and Mentor

Gretchen Gagel  
**PhD, GAICD**



Gretchen has served as a non-executive director on numerous boards and is currently Chair of the Board of Brinkman Construction (US) and Non-Executive Director, International Women's Forum (AUS). Gretchen is a member of the National Academy of Construction, the Steering Committee of the Construction Industry Culture Taskforce (AUS), the Associated General Contractors (AGC) of America Diversity and Inclusion Committee, Women Corporate Directors (Global), and Women on Boards (AUS)

As a working mom to Holden and Regan, former President of The Women's Foundation of Colorado and a female executive in the male-dominated industries of manufacturing, engineering and construction, Gretchen developed a deep passion for investing in women leaders.

Gretchen is passionate about leveraging her success in the construction industry to help all women and underrepresented communities thrive. She partners with organizations to think strategically about diversity, equity, and inclusion; leads programs on leadership and networking; and coaches' women to success.

Gretchen has dedicated her career to helping leaders, teams and organizations achieve greatness. Her consulting clients, including GM, Procter & Gamble, Questar Gas, Black & Veatch, and Miller Pipeline, achieve measurable and sustainable change that drives higher levels of performance.

Gretchen holds a Bachelors of Science in Mechanical Engineering from Southern Methodist University, an MBA from the University of Denver, and a Masters of Nonprofit Management from Regis University, and a PhD in Organization Performance, Learning, and Change from Colorado State University.

## About the Program

The program will be a mixture of face-to-face workshops, which will include inspirational guest speakers, interactive learning, and virtual workshops, followed with support and mentorship to ensure confident completion of the program.

The program is designed to enable participants to explore their current skill sets and desired learning objectives in areas such as leadership/management, communication, strategizing, mentoring and being mentored, personal branding and change management.

The content for each of the sessions is developed based upon the feedback recieved in the first meeting, meaning no two program cohorts will be the same!

They will choose from topics such as:

- Communication and Negotiation Skills
- Leadership and Motivating Employees
- Confidence and Imposter Syndrome
- Personal Branding and Values
- Leading High-Performing Teams

## Key Outcomes

1. Providing women with the skills and capabilities to progress their careers.
2. Create an Australia-wide support and mentoring network.
3. Help establish and perfect leadership styles and personal branding.

## Program Design

As a national association, we will be holding this training in various states across Australia. The program will 'Kick-Off' in one state and 'Close-Out' in another. We endeavour to book all events (i.e., dinner, networking, etc.) within or around the training location and/or preferred hotel to reduce the need for transportation.

See the **Program Design** document for detailed information. An itinerary will be released prior to kick-off.

### Kick-Off

**Day 1** 2pm - 5pm | **Day 2** 9am - 4pm

Participants will receive an introduction to the course and the other members of their cohort. Participants will use tools to assess and explore their skills and leadership styles. From there, they will discuss their desired learning objectives which set the training plan for the rest of the program.

### 90 Minute Virtual Program Sessions

**Dates and times for these sessions are to be advised.**

The date and time of the virtual meetings will be confirmed once participants have enrolled into the program. They are usually held midway through the program, and will be held via Microsoft Teams.

### Close-Out

**Day 1** 2pm - 5pm | **Day 2** 9am - 4pm

Participants review a day-and-a-half of content which includes guest speakers and interactive learning. Training concludes, and participants will be celebrated and issued completion certificates.

## Investment

The program fee for CICA members is \$2,950. The non-CICA member fee is \$3,750.

### Inclusions

- Program
  - 2x 1.5 days face-to-face training
  - 2x 90 minute virtual sessions
  - Mentoring and support throughout
- Food and beverage during training\*
- Dinner and drinks both evenings\*
- Networking opportunities with members from other states

\*Pre-paid event packages

### Exclusions

Participants will be responsible for

- Your airfares (if required) to the hosting state
- Accommodation for the nights of day 1 and day 2 of kick-off and close-out sessions
- Transportation to and from airports and hotels
- Any in-room costs incurred
- Any additional food or drinks outside of the package offering