



## **Female Administrators Network # 5 Volunteer Management**

Invest in your own professional development at no cost!

Don't miss out on **vicsport's** upcoming fifth Female Administrators Network session. We will cover the topic of volunteer management plus provide great opportunities to network amongst other female administrators and project officers and join in a training session with the Melbourne Victory W-league team!

Please assist **vicsport** and circulate this invitation on to other female colleagues who will also benefit from actively engaging in activities with Peter Stewart, director of Parkdale Amber consultancy.

Peter will facilitate group discussions on how to:

- Get the best out of people
- Develop your management and leadership skills
- Deal with different personalities in the workplace
- Behave in certain workplace situations
- Interact with volunteers
- Apply day-to-day management techniques

**Topic:** Volunteer Management  
(followed by a training session with coach Matt Shepherd and Melbourne Victory W-league girls)

**Date:** Wednesday 19 August 2009

**Venue:** Darebin International Sports Centre, 281 Darebin Road, Thornbury 3071

**Time:** **2.30pm:** Registration  
**3.00pm:** Interactive professional development session  
**5.00pm:** Networking  
**5.30-6.30pm:** Participate in a training session with the Melbourne Victory W-League Team

**Parking:** Free and available on site (Melway reference 31 A7)

**Cost:** Professional Development, Networking and football training session is complimentary

**RSVP:** Friday 14 August 2009

We look forward to your attendance. Please inform us if you intend to stay for networking and training sessions.

# Peter Stewart's Bio



Peter is one of Australia's most highly regarded event industry professionals with over 25 years experience across all types of major events.

He is one of the few people in the world to have worked for State Government, the Organising Committee and Local Government at different major sporting events.

Peter's recent roles have included:

Manager Events Melbourne Branch, City of Melbourne where he was responsible for all events conducted in Melbourne including Moomba, New Years Eve and Melbourne Spring Fashion Week.

Group Manager Support, Melbourne 2006 Commonwealth Games, where he was responsible for: transport, catering/cleaning/waste, accreditation, logistics, environment, media services, Games Family services, spectator services and security.

Venue Manager Sydney 2000 Olympic Marathon and Race Walks and Paralympic Marathon.

Peter is a strong negotiator/mediator who has shown an ability to maintain harmonious long lasting relationships with diverse key stakeholders including event organising committees, government, local community representatives, International Sporting Federations, businesses, performers, volunteers, contractors and unions.

Kind Regards,

**Amber Bleachmore**

Women in Sport Project Manager



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