

RISK MANAGEMENT

A PRACTICAL ONE DAY WORKSHOP FOR RISK MANAGERS, PROCUREMENT OFFICERS AND PROJECT MANAGERS WITH RESPONSIBILITY FOR MANAGING RISK WITHIN THEIR ROLE AND RESPONSIBILITY.
7 MAY 2010

PLANNING AN EVENT, MANAGING AN ONGOING PROGRAM, MANAGING PROJECTS OR CONTRACTING IN GOODS AND SERVICES ALL CARRY RISKS. MANAGING THESE RISKS LEADS TO BETTER OUTCOMES AND MORE SATISFYING WORK.

Risk assessment and risk communication have become more important for community organisations and government departments. Managing risk involves the systemic application of management practices, policies and processes to effectively deal with risk.

Staff are now required to become familiar with, and implement, a risk approach to their key projects or programs. This also means 'risk' as an opportunity to promote innovation.

This one day course identifies a practical risk management approach to suit different workplaces and work roles with reference to the Australian and New Zealand Standard on Risk Management AS/NZS 4360:2004 and identifies a practical risk management approach to suit different workplaces and work roles.

Effective risk management results in improved decision making that maximises opportunities and minimises dangers. It can reduce injury, save money, reduce uncertainty, reduce stress and generally improve work operations.

AIM OF THE WORKSHOP

This workshop will:

1. Examine the context and need for a Risk Management Policy including understanding the risk environment or culture of an organisation
2. Identify and describe the key elements of a risk management approach
3. Conduct a risk assessment applicable for your projects or program
4. Demonstrate how to develop a risk register for monitoring and reporting
5. Develop a suite of tools and skills to utilise a risk management approach in your workplace

NEW



VENUE
Seasons Botanic Gardens
348 St Kilda Road, Melbourne



FACILITATOR JACKIE MODEN

SENIOR ASSOCIATE,
CENTRE FOR LEADERSHIP
AND MANAGEMENT

Jackie has worked with a range of clients across the public sector; assisting them with governance issues, strategic planning, service review and development projects and workforce development. She has facilitated planning, financial review and change management processes in these organisations and assisted not for profit organisations in the development of interagency partnerships.

DATE & TIME

Friday 7 May 2010
9.00 am – 4.00 pm

COST

\$495.00 (including GST of \$45.00) inclusive of materials, lunch and parking

CLOSING DATE FOR REGISTRATIONS
Friday 23 April 2010

ARRIVAL
8.45 am
Arrival - tea & coffee
9.00 am
Welcome & Introduction

WHO SHOULD ATTEND

Project Managers,
Procurement Officers,
Risk Managers



SESSION 1

RISK AVERSE OR RISK TOLERANT

- Understanding the context for risk decisions
- Organisation risk profile and culture
- Benefits of risk management
- Risk Policy

SESSION 2

RISK MANAGEMENT FRAMEWORK

- Identify and analyse risks
- Prioritising risks
- Evaluating risks
- "Treating" risks
- Monitor and review the risks

LUNCH
12.30 pm
Lunch Break

SESSION 3

APPLICATION OF THE RISK MODEL

- Who should be involved in a risk assessment?
- Communicating and consulting
- Developing a risk register
- Risk tools and templates

SESSION 4

SUPPORTING ONGOING RISK MANAGEMENT

- Ownership of risk
 - Risk Management Plan
- CONCLUSION**
4.00 pm
Conclusion of Workshop