

The Commonwealth Parliamentary Association (CPA)

Advanced Professional Development and Skills- Building Residency Programme

11th to 17th June 2023

Edmonton, Alberta Canada

Merome Beard MLA



The Commonwealth Parliamentary Association (CPA) connects, develops, promotes and supports parliamentarians and their staff to identify benchmarks of good governance and the implementation of the enduring values of the Commonwealth. The CPA collaborates with parliaments and other organisations, including the intergovernmental community, to achieve its statement of purpose. It brings parliamentarians and parliamentary staff together to exchange ideas among themselves and with experts in various fields, to identify benchmarks of good practices and new policy options they can adopt or adapt in the governance of their societies.

As a newly elected first term Member of the 41st Parliament, entering mid-way through the term following a By-Election in the seat on North-West Central in September 2022, a time where the political landscape is both unusual and challenging, for me the CPA Advanced Professional Development and Skills-Building Residency Programme provided and achieved the objective of the CPA.

As part of an Opposition team that is currently extremely small and covering electorates which are significant in geographical size, challenges are both daunting at times and plentiful, with new lessons learned each day. With these challenges comes enormous opportunity with the need to step up quickly and well outside comfort zones, including the need to take on the role of Opposition Whip and four Shadow Ministerial Portfolios within the first four months, without prior experiences within the Parliament of WA as a Member.

With this in mind and my enormous reliance on mentors and leaders from within my cohort, the opportunity to participate in the Advanced Professional Development and Skills-Building Programme in Edmonton provided by the CPA Parliamentary Academy could not have been afforded to me at a better time – to attend this Programme was invaluable to assist me to enhancing and developing both new and specific skills and those I have brought to this role from previous corporate and small business roles and experiences to assist me in developing and becoming a more effective Parliamentarian.

I also believe this opportunity has greatly assisted me, particularly as the Shadow Minister for Women's Interests, with the important role I have to play in advocating for Women in Politics and Leadership, and assisting and mentoring of those that may not have the courage to 'step outside' their comfort zone, or have never considered Politics or a leadership role.

The opportunity to participate in the CPA Parliamentary Academy's Advanced Professional Development and Skills-Building Programme in Edmonton, Alberta, Canada was a rare and very relevant opportunity for me to further develop and enhance leadership and strategic thinking, communication and team management skills and to gain a better understanding of the Parliament – to be a better and more effective Member of Parliament.

The Advanced Professional Development and Skills-Building Residency Programme was a five day course covering:

- Leadership and strategic thinking
- Communicating with confidence
- Analysis and management skills
- Applying skills to working in Parliament and beyond

Monday 12th June – Day 1

Arrival and Welcome Reception

Tuesday 13th June – Day 2

Inspirational Presentation

Personal Goal Setting

- Identifying own barriers and enablers toward making personal goals
- Personal development planning

Leadership Principals and Theories

- Group discussions on inspirational leaders
 - Qualities they possess
 - Integrity
 - Toughness
 - Fairness
 - Humility
 - Enthusiasm
 - Confidence
- Development as a leader
 - Be prepared
 - Be proactive
 - Be reflective

Strategic Thinking and Planning

“Strategic thinking is the ability to analyse complex situations, make informed decisions and plan for the future in a way that aligns with long term objectives”.

Cultural Intelligence and Stakeholder Engagement

Defining unconscious bias – forming an opinion based on societal influences and assumptions that we unconsciously judge and impart on others.

Recognise the signs and demonstrate awareness of your thinking.

How can we overcome these biases.

Wednesday 14th June - Day 3

World Café

Diplomacy, Influencing and Negotiating

Overview

- What is the difference between diplomacy, influencing and negotiating.

- Power of persuasion and 7 principles of influencing
- Nudging and choice architecture
- Negotiation through Mediation and Questioning skills
- Body language for influencing
- Skills for diplomacy

Campaigning, Messaging and Marketing

Marketing outside a campaign period

Media Engagement in a Digital Age

Thursday 15th June - Day 4

Speechwriting and speechmaking

Project and people management

Personal Management

Research and analysis

Friday 16th June - Day 5

Exercise briefing

Group Practical leadership and planning exercises

Feedback & closing

In summary, I am both extremely thankful and so grateful to have been afforded the opportunity to attend the Advanced Professional Development and Skills-Building Residency Programme in Edmonton, Alberta, Canada.

A significant part of the programme was also the informal interactions the cohort was able to have which provided opportunity to develop and foster relationships with others, including our hosts who were incredibly welcoming and hospitable, providing many memorable experiences and insights both to the Parliament, the city and region.

I was very fortunate to have been invited by the Minister for Forestry to visit the base and meet some of the fire fighters, along with two other Australian course participants where we met some firefighters and team members from Australia and West Australia who were fighting challenging fires in Alberta at the time.

It was both a privilege and an honour to have been able to represent the Parliament of WA, and to have been able to attend with so many inspirational participants and facilitators with diverse backgrounds and experiences from across our country and the Commonwealth, many despite being geographically distanced, facing and experiencing so many similar situations and challenges and able to share strategies, thoughts, knowledge and ideas.





OUTLINE PROGRAMME

ACCLIMATISATION, REGISTRATION AND WELCOME ACTIVITIES

All day *Free time*

13:30-15:30 **Accreditation and Registration**

Hotel Lobby - Matrix Hotel, Edmonton

15:30-15:50 *Delegate departure from Matrix Hotel by coach*

15:50-16:00 *Delegates arrive at Fort Edmonton Park*

16:00-17:00 **Cultural Meander and private guided tour**

Fort Edmonton Park

17:15-18:00 **Welcome Reception and Entertainment**

Welcome address by:
Hon. Nathan Cooper MLA, Speaker of the Alberta Legislative Assembly

Hotel Selkirk Lobby and Mahogany Bar, Fort Edmonton Park

18:00-19:00 **Dinner**

Johnson's Café, Fort Edmonton Park

19:15 *Delegate departure for Matrix Hotel by coach*

Free time

DAY 1 – MONDAY 12 JUNE 2023

DAY 2 – TUESDAY 13 JUNE 2023

About the Programme Venue

The main programme venue for the Residency is in the Queen Elizabeth II Building. The formally named Federal Building, located on 99 Avenue and 107 St NW in Downtown Edmonton. It is located 5min walk from the Matrix Hotel. However, please note some activities will take place in the main Legislative Assembly Building on Friday 16 June 2023.

LEADERSHIP & STRATEGIC THINKING SKILLS

Queen Elizabeth II Building, Edmonton

08:30	<i>Departure (on foot - walking escort) to the Queen Elizabeth II Building</i>
09:00-09:30	SESSION 1 - HOUSEKEEPING & INTRODUCTIONS Capital View Room Introduction to the week's programme agenda. The session will also cover key housekeeping matters and opportunity for participants to get to know one another.
09:30-09:45	SESSION 2 - AN INSPIRATIONAL TALK Capital View Room A keynote speech by an inspirational leader on the importance and value of leadership and professional development. A specific focus will be 'what does a good parliamentarian look like?'
09:45-10:15	SESSION 3 - PERSONAL GOAL SETTING Capital View Room This session will look at the importance of identifying personal goals for self-improvement and to ensure key professional and personal objectives can be worked towards. Participants will also have time to self-reflect and set objectives for the residency programme.
10:15-10:30	Networking Break
10:30-11:45	SESSION 4 - LEADERSHIP PRINCIPLES AND THEORIES Capital View Room This session will focus on what it takes to be a leader in the 21st Century and how parliamentarians can apply such theory and practice within their own personal and national context. The session will define leadership and look at values, qualities, actions, and knowledge needed to be a great leader.
11:45-12:45	SESSION 5 - STRATEGIC THINKING AND PLANNING Capital View Room Strategic thinking is defined as the individual's capacity for thinking conceptually, imaginatively, systematically, and opportunistically about the attainment of success in the future. This skill is essential for parliamentarians when considering their actions and planning for the future.
12:45-13:45	Tour of the Visitor Centre
13:45-14:30	Networking Lunch - City View Room

DAY 2 – TUESDAY 13 JUNE 2023

14:30-15:15	SESSION 5 - STRATEGIC THINKING AND PLANNING - CONT Group Exercise followed by feedback session. Group 1 - Parkland Committee Room City View Room Group 2 - Grassland Committee Room Group 3 - Capital View Room Group 4 - Aspen Meeting Room Grassland Committee Room
15:15-15:30	Networking Break
15:30-15:45	Post-Break Warm-up
15:45-16:30	SESSION 6 - CULTURAL INTELLIGENCE AND STAKEHOLDER ENGAGEMENT Capital View Room Parliamentarians need to work across boundaries and be leaders who can communicate effectively and build diverse networks with a vast array of stakeholders necessary to solve problems. Cultural Intelligence is about utilising and overcoming cultural distinctions for maximum impact.
16:30-16:40	Selection of World Café Topics
16:40	<i>End of Day 2 - Departure (on foot to the Matrix Hotel)</i>

DAY 3 – WEDNESDAY 14 JUNE 2023

COMMUNICATION SKILLS

Queen Elizabeth II Building, Edmonton

08:30	<i>Departure (on foot - walking escort) to the Queen Elizabeth II Building</i>
09:00-09:30	SESSION 7 - RECAP OF DAY 2
09:30-11:30	SESSION 8 - WORLD CAFÉ Capital View Room Participants will have an opportunity to examine key contemporary issues of their choice which parliamentarians in the 21st Century face, and identify comparative approaches and solutions to problems using a World Café format. Group 1 - Capital View Room Group 2 - Capital View Room Group 3 - Aspen Meeting Room Group 4 - Parkland Committee Room Group 5 - Grassland Committee Room
11:30-11:45	Networking Break
11:45-12:00	Post-Break Warm-up
12:00-13:00	SESSION 9 - DIPLOMACY, INFLUENCING AND NEGOTIATING Capital View Room Parliamentarians need to be able to persuade, influence and negotiate with a variety of stakeholders in a diplomatic and subtle way. This session will look at effective techniques employed across the private and public sectors to convince people to do things they may not want or need to do.
13:00-14:00	Networking Lunch - City View Room
14:00-14:45	SESSION 9 - CAMPAIGNING, MESSAGING AND MARKETING Capital View Room This session will look at how to campaign effectively, how to develop a clear and impactful message and how to market that message to engage a broad audience. The session will also look at how parliamentarians should market themselves outside of an electoral period.
14:45-15:30	SESSION 9 EXERCISE - CAMPAIGNING AND MESSAGING IN A PARLIAMENTARY CONTEXT Capital View Room
15:30-15:45	Networking Break

DAY 3 – WEDNESDAY 14 JUNE 2023

15:45-16:30

SESSION 10 - MEDIA ENGAGEMENT IN A DIGITAL AGE

Capital View Room

Today there is the traditional media and digital media. Parliamentarians must consider the best approach, method and consequences of each approach to ensure the message gets across to the right audience. And doing so whilst avoiding risks and abuse.

16:30-17:00

SESSION 10 EXERCISE - MEDIA ENGAGEMENT IN A PARLIAMENTARY CONTEXT

Capital View Room

17:00

End of Day 3

COMMUNICATION, ANALYSIS AND MANAGEMENT

Queen Elizabeth II & Legislative Assembly Buildings, Edmonton

08:30	<i>Departure (on foot - walking escort) to the Legislative Assembly Building</i>
09:00-10:00	<p>Tour of the Legislative Assembly Building <i>Followed by walk back to the Queen Elizabeth II Building</i></p>
10:00-10:15	Networking Break
10:15-12:00	<p>SESSION 12 - SPEECHWRITING AND SPEECHMAKING Capital View Room</p> <p>A traditional weapon in the arsenal of a parliamentarian is the chamber speech. This session will look at what characterises a 'good' speech, how they can be written and presented.</p>
12:00-13:00	<p>SESSION 13 - PROJECT AND PEOPLE MANAGEMENT Capital View Room</p> <p>Parliamentarians need the skills and awareness of best-practices to lead and deliver projects, whether that be running a campaign, achieving legislative reform or getting a school built. Parliamentarians must also work with people if they are to achieve anything. Whether it's their own staff, parliamentary officials, party colleagues or volunteers in their constituencies leaders must manage these relationships for maximum potential. Teamwork is key to this dynamic and this session will examine the best approaches needed to be employed for success.</p>
13:00-14:00	Networking Lunch - City View Room
14:00-14:45	<p>SESSION 13 EXERCISE - PROJECT AND FINANCIAL MANAGEMENT</p> <p>Group 1 - Capital View Room Group 2 - Capital View Room Group 3 - Grassland Committee Room Group 4 - Aspen Room Group 5 - Parkland Committee Room</p>
14:45-15:45	<p>SESSION 14 - PERSONAL MANAGEMENT Capital View Room</p> <p>This session will look at self-management and how people can better manage their wellbeing and health whilst balancing work-life commitments. The session will look at coaching and mentoring techniques and other key approaches to ensure parliamentarians are better able to fulfil all their roles and responsibilities.</p>
15:45-16:00	Networking Break

DAY 4 - THURSDAY 15 JUNE 2023

16:00-16:45

SESSION 15 - RESEARCH AND ANALYSIS

Capital View Room

Parliamentarians, regardless of the resources and support teams available to them must be able to undertake research and analysis independently. To generate and defend ideas to scrutinising government reports as committee members, parliamentarians must be able to grasp the basics. This session will offer advice and techniques to question assumptions and identify where to source the best information.

16:45

End of Day 4

DAY 5 - FRIDAY 16 JUNE 2023

CAUCUS EXERCISE DAY

Queen Elizabeth II & Legislative Assembly Building, Edmonton

08:30	<i>Departure (on foot - walking escort) to the Queen Elizabeth II Building</i>
09:00-09:30	SESSION 16 - RECAP OF DAY 4
09:30-10:00	SESSION 17 - EXERCISE BRIEFING Capital View Room All participants have been placed into parliamentary caucus (Five thematic caucus made up of six participants). Over the course of the day, each caucus will be planning and launching a campaign. Each participant should take an active role in each element of the day and will be assessed on their performance. The day's exercise will test the following skills: <ul style="list-style-type: none">• Leadership• Problem solving• Strategic thinking• Managing people and Teamwork• Campaigning, Messaging and Marketing• Project management
10:00-10:15	Networking Break
PART 1 - LEADERSHIP & PLANNING	
10:15-12:00	Each Caucus should spend the morning strategising, planning and developing its message and who will lead and support what session. In the afternoon, a Caucus Secretary (CPA/host facilitator) has put together several set-piece meetings and engagements for each caucus to attend and participate in. Caucus members should divide themselves up between the activities.
12:00-12:45	Networking Lunch - City View Room
12:45-13:30	<i>Depart for the Legislative Assembly Building</i>
PART 2 - PRACTICAL EXERCISES	

DAY 5 - FRIDAY 16 JUNE 2023

13:30-15:30	TV Interview Members of the caucus will be interviewed in a TV interview. Participants will have to face an intense questioning experience utilising the skills developed in the previous sessions.	Meeting with the Minister The Minister has given a brief window to meet with the leader of each caucus to consider incorporating their policy into government strategy.	Speech in Parliament Members of the Caucus have been given an adjournment debate slot to give a speech in the well of Parliament raising an issue on behalf of the caucus.	Radio Interview Members of the caucus will be interviewed in a radio interview. Participants will have to face an intense questioning experience utilising the skills developed in the previous sessions.
15:45-16:00	<i>Depart for the Queen Elizabeth II Building</i>			
16:00-16:30	SESSION 18 - CAUCUS WASH-UP MEETING Capital View Room Opportunity to evaluate the exercises and to consider how lessons learned can be embedded into real-life situations.			
16:30-17:00	SESSION 19 - FEEDBACK AND RESIDENCY COURSE EVALUATION Capital View Room This session will provide an opportunity for participants to complete feedback/post-assessment forms and to share views on the programme with CPA team.			
17:00-18:30	CLOSING CEREMONY & RECEPTION Capital View Room Closing speeches, votes of thanks, issuing of certificates and group official photo.			
18:30	<i>Programme End</i>			