

The man who does not read has no advantage over the man who cannot read.

Mark Twain

-  Leadership Development
-  Productivity
-  Management Skills
-  Interpersonal Skills
-  Professional Development

Professional Development **BOOK CLUB**





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PROFESSIONAL DEVELOPMENT™ **BOOK CLUB**

- Do you want your managers to achieve more with less stress?
- Do you struggle with finding the right development solution taking offline time and investment into account?
- Do you want your managers to step more confidently into their leadership potential?

If you answered yes, then let me invite you to the Professional Development Book Club.

WHY a Book Club?

Research conducted by Starcom for the Australia Council for the Arts, Books Alive 2008 - reader research, looked at the reading habits of 1,200 Australians aged 16 to 65 years, who had read a book for pleasure in the previous three years. The study found that almost 7 out of 10 people reported reading books regularly. Of those who read regularly for pleasure, most read magazines (66%), newspapers (61%) or fiction books (58%), while less than half read non-fiction books (41%). [SOURCE: ABS]

We know that when leaders read professional development books, it:

- ✓ makes them smarter
- ✓ more creative
- ✓ more insightful
- ✓ exercises the brain
- ✓ improves concentration and focus
- ✓ improves analytical skills, including problem solving
- ✓ reduces stress
- ✓ boost communication skills and confidence through contributing to discussions, including discussing and debating topics that individual's may disagree with.
- ✓ increases self-awareness leading directly to better self-leadership and people management.

To amplify these results, when leaders come together to discuss their reading they come away with even more and varied ideas, perspectives and insights. The facilitate approach of a book club provides the structure to apply the learning, ensuring a return on the investment. The gathering strengthens to the relationship between a management team which has broader benefits for the organisation.





According to Quick Reads, adults that read for just 30 minutes a week were 20 per cent more likely to feel satisfied with their lives.



Four out of 10 surveyed individuals cited 'lack of time' as the main reason they didn't read more. There are many more reasons why leaders don't read or read as much as they'd like. Reasons include:

Overwhelm with the **volume**:

- *I keep buying books but never seem to find the time to read them. I now have an overwhelming stack of books I doubt I'll ever get to.*
- *So many books, so little time.*

Overwhelm with **choice**:

- *I simply just don't know what to read.*
- *It takes me forever to decide what to read.*

Lack of **accountability**:

- *I buy books, I start them but never seem to finish them.*
- *I've reduced my professional reading because I don't have anyone I can discuss the content with and to share perspectives.*

Without consistent development, leaders will not only be left behind in their career but their contributions risk falling short of what any organisation needs to stay competitive and relevant. It's no secret that reading expands your worldview, book clubs are renowned for helping people stay accountable to reading, gaining deeper insights into the topic and boost individual development.

To read without reflecting is like eating without digesting.

Edmund Burke, Irish Philosopher





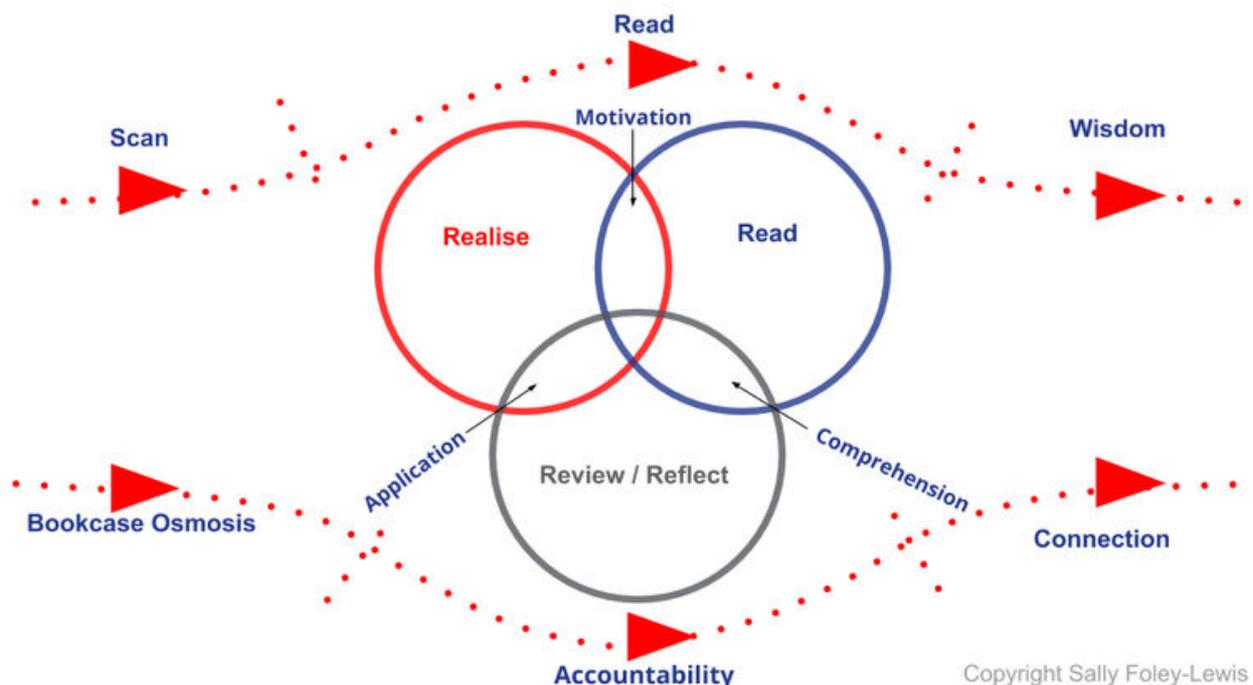
WHAT is the Professional Development Book Club?

The Professional Development Book Club (PDBC) is a professional and leadership development program comprised of carefully selected professional and leadership development and business books to be read and discussed backed up with action plans and accountability.

The PDBC is more than reading a book, it includes drawing insight from reading, sharing and discussing the learnings, creating leadership and development goals and implementing the learning with accountability.

As an internal program, your management team will also benefit from peer to peer coaching, support and accountability to take responsibility to reach their full leadership potential. An outcome of having a management team who are more connected and have strong relationships they will have greater trust and less politics so they step into collaboration before competition; will turn to each other for help with problem solving; minimise the silo effect; and will be better influencers for the organisation's vision and mission.

Essentially, leaders will read, review/reflect and then realise leading to increased comprehension, application and motivation.





HOW does the Professional Development Book Club work?

Book Selection

A blend of classic, contemporary and best selling books pre-selected to meet the development needs of your leaders.



Read The Book

Over the program period, participants will read one book per month. Participants are provided with their own copy of the book as well as a journal to capture insights and reflections from their reading in preparation to share at the meeting and to set their own actions.



Book Club Meeting

Each month participants will meet online to participate in a facilitated discussion of their insights from the reading.



Action Plan

Putting insight into action, participants can decide, design and implement an action plan based on their new learning.



Community of Practice / Group Coaching

Each month participants will meet online in a Community of Practice / Group Coaching session, to discuss the progress of implementing their action plans. This ensures deliberate support and accountability for and with participants.



Leadership Development

Completing the program will equip the leaders to self-lead continued development; leaders who are far more self-aware, productive and even more effective contributors to the business. A completion/graduation session will include the collation and sharing of the program's return on investment.

In an ever increasingly disconnected world, PDBC™ connects humans!

Sally Foley-Lewis



"Many of us have extensive home libraries - I certainly do. There are many book clubs around for fiction but I hadn't come across one for professional development before Sally Foley-Lewis created this one. We vote on the choice to read from a selection that is always good and the dialogue around "the" book is always interesting and varied. I'm enjoying hearing other points of view and have even gone back to re-read a book with a different lens after one of our discussions."

Jo Hassan, Vitality Expert: PDBC Member



Highly Recommended Book Suggestions

Book selection can be theme, skills gap or role driven determined by the specific needs of your leaders.

LEADERSHIP

1. **On Becoming a Leader** by Warren Bennis
2. **Good to Great** by Jim Collins
3. **Dare to Lead** by Brene Brown
4. **Tribes** by Seth Godin
5. **The Effective Executive** by Peter Drucker
6. **The One Minute Manager** by Blanchard & Johnson
7. **The Making of a Manager** by Julie Zhuo
8. **Make Your Bed** by Admiral William H. McRaven
9. **On Women and Leadership** - HBR 10 Must Reads
10. HBR's 10 Must Reads 2023
11. **Good Strategy / Bad Strategy: The Difference and Why It Matters** by Richard Rumelt

PRODUCTIVITY and PERSONAL DEVELOPMENT

1. **Deep Work** by Cal Newport
2. **First Things First** by Stephen Covey
3. **Atomic Habits** by James Clear
4. **High Performance Habits** by Brendon Buchard
5. **The 7 Habits of Highly Effective People** by Stephen R. Covey
6. **Mindset: Changing the way you think to fulfil your potential** by Dr Carol S. Dweck

"Read 500 pages every day. That's how knowledge works. It builds up, like compound interest."

Warren Buffet



COMMUNICATION SKILLS

1. **Crucial Conversations** by Joseph Grenny, Kerry Patterson, Ron McMillan and Al Switzler
2. **How To Win Friends & Influence People** by Dale Carnegie Lencioni
3. **5 Voices** by Kubicek and Cockram
4. **Skill with People** by Les Giblin
5. **Radical Candor** by Kim Scott
6. **The Coaching Habit: Say Less, Ask More & Change the Way you Lead** by Michale Bungay Stanier

MOTIVATION & TEAM BUILDING

1. **Start With Why** by Simon Sinek
2. **The Five Dysfunctions of a Team** by Patrick Lencioni
3. **Grit** by Angela Duckworth
4. **The 5 Languages of Appreciation in the Workplace** by Gary Chapman
5. **The Culture Code: The Secrets of Highly Successful Groups** by Daniel Coyle
6. **Drive: The surprising truth about what motivates us** by Dan Pink
7. **When: The scientific secrets of perfect timing** by Dan Pink

AUTOBIOGRAPHICAL

1. **Can't Hurt Me** by David Goggins
2. **Shoe Dog** by Phil Knight
3. **My Dream Time: A Memoir of Tennis & Teamwork** by Ash Barty
4. **Women and Leadership: Real Lives, Real Lessons** by Julia Gillard, Ngozi Okonjo-Iweala et al.
5. **The Culture Code: The Secrets of Highly Successful Groups** by Daniel Coyle



"The PDBC has been a game changer for the "how" of my reading professional development books. Having a ready group that is engaged in the content has helped me distill my thinking and make real practical use of what I have read. Quite simply - I love the concept, am enjoying the conversation and getting more benefit from my non-fiction reading than I ever have."

Nicole Anderson, Office Manager, Bell Legal





FAQs

How long is the full program?

- This can be delivered as a minimum of 3 book program. This means 3 books read over 3 months. Please note that there will be time allocated either side of the reading time for onboarding and completion sessions. Program length options: 3, 6 and 10 books. If the program is running well, it's super simple to continue with another program.

How should I select participants?

- It's advisable to have similar roles participating in the one book club program as this helps in ensuring the right books are selected for the whole group.
- More than one book club can be delivered at a time.
- While this is the perfect program for middle managers, this program is a low risk high return option for preparing high potentials for any leadership onboarding.

How do you measure the program's success or ROI?

- Extending the standard book club concept to include action plans and community of practice ensures learning is implemented.
- Participants will be required to submit a short report at the end of the program. This report will also include a calculation the participants will complete to determine the ROI they have achieved through participating in the program.
- The program completion session will be a combination of graduation and a space where each participant will share their development journey.
- **OPTION:** A pre-program questionnaire can determine where your employees are prior to the program starting, so a post-program assessment will give you a comparative measure.

What if development issues arise during the program?

- If at any time it becomes clear that a leader may need some further skill development or support this will be raised confidentially and we can discuss options for going forward.
- Research shows that blending programs - e.g. skills training with coaching - leads to true behaviour change:
 - 95% behaviour transfer achieved by on-the-job coaching and feedback versus just 21% with training only. (Source: Bruce Joyce and Beverley Showers who published Improving inservice training).

Other Questions

- My goal is to skill and guide your leaders to reach their potential. If you want to discuss variations to the program or have any questions, please do reach out if you have any questions: sally@sallyfoleylewis or 0401 442 464.



SALLY FOLEY-LEWIS PROFILE

Sally inspires and skills managers to be high performing, purposeful and productive. Obsessed with leadership and professional development that ensures people reach their potential, Sally's presentations and programs positively impact confidence, leadership and results.

- 2021 USQ Outstanding Alumnus of the Year – Business and Enterprise
- 2021 A.I. Influential Businesswoman - Winner - Most Inspirational Leadership Development Specialist (Australia)
- 2021 ROAR Success Awards – Silver Leadership Award
- 2020 Gold Stevie Award – Female Entrepreneur of the Year – Business Services
- 2020 Bronze Stevie Award – Female Entrepreneur of the Year – Consumer Services
- 2020 Breakthrough Speaker of the Year by Professional Speakers Australia

Named a LinkedIn Top Voice, she is also a global Certified Professional Speaker, and has authored multiple books. The drive to support and skill middle managers comes from her own diverse roles, CEO and senior leadership experiences. Sally delivers presentations, keynote speeches, workshops and coaching – live online and face-to-face - to skill managers, boost productivity, engagement and self-leadership.

Blending 20+ years of working with a diverse range of people and industries, in Germany, the Middle East, Asia and across Australia Sally has extensive qualifications, a wicked sense of humour and an ability to inspire and energise.

EDUCATION

- Master of Business Administration
- Graduate Diploma in Management
- BA Leisure Studies
- Diploma in Career Guidance
- Cert IV Workplace Training & Assessment
- Certificate in Executive Coaching
- Certificate in Coaching Skills
- Certificate of Confidence Coaching

