

Make it happen,
make it matter

Leadership Development Series

sweet
adelines
new zealand

Introductory Session
September 26, 2020

Presented by

Sharon Cartwright
Dianne James
Linda Britts

What, and why now ?



- Sweet Adelines thrives
not only on the musical talents of its members,
but also on their talents as leaders and
managers
- A plan was agreed early in 2020 by your RMT
to undertake a series of leadership seminars in
around New Zealand
- Travel restrictions have caused us to shelve
that approach, and it was decided to move the
planned seminars forward in the year, and
deliver them remotely
- Now is an excellent time for learning!



Welcome & Introductions



Sharon Cartwright



Linda Britts



Dianne James

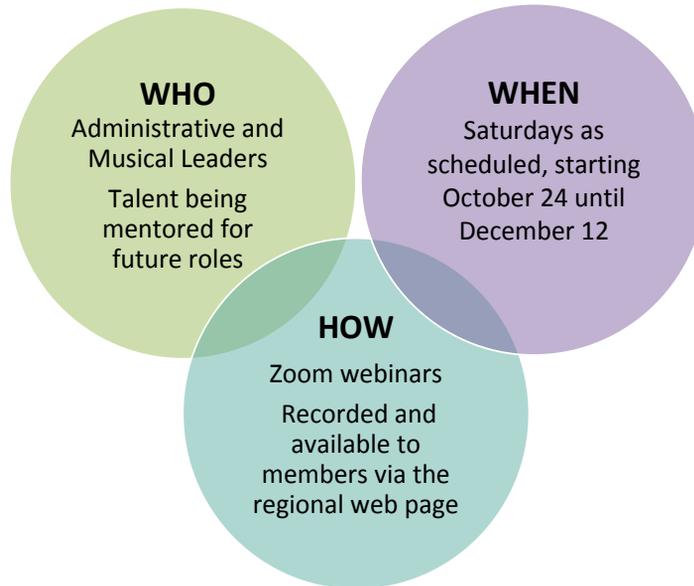
Thank you for participating today. We thank Sweet Adelines New Zealand RMT for inviting us to be faculty for this leader education webinar series.

We are:

Sharon Cartwright, Region 34 Education Faculty, International Board of Directors
Linda Britts, Region 34 Chair of Regional Convention, Hobart Harmony Chorus Team Coordinator
Dianne James, Region 34 Governance Coordinator

Each of us has professional and community leadership experience to combine with our Sweet Adelines chapter, regional and international experiences. During 2020 we ran this eight-session leader webinar in Region 34. Our hopes when we developed these classes were exceeded by the generous and enthusiastic contributions of chapter leaders in the interactive sessions which will be a feature of our classes. So thanks to you in advance!

Who, when and how ?



The webinar series is designed to validate, refresh and lift the skills of the region's administrative and musical leaders. By recording and making the education available on the website, you will have a resource to support the chorus members stepping into future leadership roles, as well as your role as a mentor to them. The series runs from October 24 to December 12, all dates are on the regional website.

In a poll of participants regarding their chorus roles we found:

- 28% Team Coordinator/Presidents
- 24% Management Team/Board members
- 12% Membership Coordinators
- 12% Finance Coordinators
- 12% Secretaries
- 4% Events
- 12% Music Directors
- 24% Music/Visual Leaders
- 20% Other roles

When we asked how long participants held a chorus leadership role since joining Sweet Adelines, we found:

- 8% Less than one year
- 16% 1-3 years
- 28% 3-6 years
- 16% 6-10 years
- 32% More than 10 years
- No participants had never held a leadership role

AGENDA

- **Breakout session - getting to know you 🎵**
- **Overview of webinar sessions**
- **Challenges of leadership in uncertainty**
- **Reframing our messages**
- **Breakout session - what's working and what's not ?**
- **Questions**

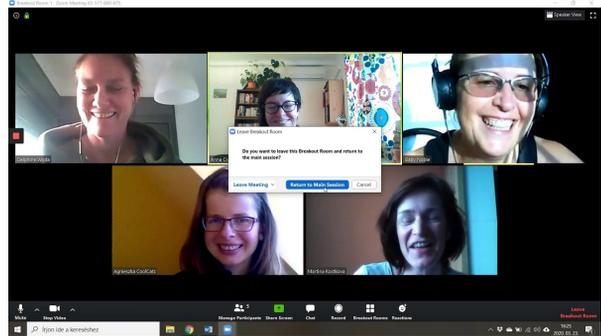
- First a breakout session - so you we can get to know each other, and your choruses and the region
- We'll then run through the synopsis of each of the webinars planned in this series
- Challenges of leadership in a climate of uncertainty - which we have all been feeling to some degree or other in 2020, and also talk about how, as leaders, we can reframe the language around that uncertainty
- Finally we will have another breakout session where we will start sharing ideas about what activities you have undertaken in you choruses that have helped you (or not!) navigate this years challenges
- We'll wrap up the session with a chance for your to pose questions you might have for us or for you RMT

Getting to know each other



BREAK OUT GROUPS

**HOW ARE OUR
CHORUSES
TRAVELLING AT THE
MOMENT?**



We are in strange times – challenges have changed already from where we were in Mid – March to where we are now at the end of September.

Group Activity – What challenges you are facing in your choruses at the moment?

- We are about to send you off into small random groups of around 6 people to breakout rooms
- Once you get into your breakout rooms introduce yourselves to each other.
- Select someone to act as scribe, and a spokesperson for the group.
- Then consider some questions:
 - **How are you choruses travelling at the moment? Think about member morale, engagement and communication.**
 - **What issues of concern are being raised by your members, and your musical leaders?**
 - **What concerns are there within your Management Team / Board?**
 - **Resist the temptation to jump to solutions now – that chance will come later**
- You will have 10 minutes for a discussion then be returned to the main group
- When you return to the main meeting your group spokesperson will share the issues raised

As per slide, position the group activity in breakout rooms as an opportunity to meet other chapter leaders, share information and to get a better sense of what's happening in Region 35.

Group Activity – Emergent Themes

- How are you choruses travelling at the moment? Think about member morale, engagement and communication.
- What issues of concern are being raised by your members, and your musical leaders?
- What concerns are there within your Management Team / Board?

Group 1

- Variety of recent experience during lockdown
- Getting policies and processes in place were quite a task
- Using smaller groups/split the chorus
- Confidence to sing independently developed from singing 2m apart

Group 2

- Challenges of venue size and availability
- 12 Face to Face rehearsal since March
- Everyone over the Zoom rehearsal routine, not being able to hear everyone

Group 3

- Varying level of morale
- Lost a new member, but gained a new one as well
- Strategic planning opportunity
- Small groups

Group 4

- Looking at old repertoire
- Keen for convention
- Financial challenges of attending convention

This is a summary of what the groups said.

Webinar topics



Introductory Session

- Topics and aims of the workshop series
- Using online Zoom conference tools – chat, surveys, break out-rooms
- What challenges other chorus leaders are facing, and ideas to address them

Nurturing your membership

- The Golden Rules for nurturing success
- Fostering a sense of belonging
- Perceptions of different age groups
- Lifecycle of a member

How to run a vision and values session

- Purpose and power of vision and values
- Develop and evolve vision and/or values
- The relationship between vision, values, plans and goals
- Using vision and values in everyday chorus life

Here is what is coming up in the series. The topics chosen were based on the RMT's experience of the important factors in managing and leading your chorus effectively no matter what your goals and aspirations are.

Webinar topics



The power of strategic planning and goal setting

- The benefits of having a strategic plan
- The elements of a strategic plan
- Chorus beliefs and how they affect our planning
- Using the plan as a management and music team tool to drive agendas

Collaborative leadership

- Team composition, roles and dynamics
- Alignment on your plans, goals and approaches
- Fostering healthy discussion and debate
- Mentoring and supporting development

How to successfully delegate

- Articulating the outcome, opportunities and boundaries
- Identifying capability and skills gaps
- Situational supervision and support
- Accountability and appreciation

Here is what is coming up in the series. The topics chosen were based on the RMT's experience of the important factors in managing and leading your chorus effectively no matter what your goals and aspirations are.

Webinar topics



Having challenging conversations

- What makes some conversations so challenging?
- Choosing the right time and place
- Preparation and conducting the discussion
- A simple model for providing feedback

Finance fundamentals for chorus leaders

- Use your financial information as a strategic tool for informed decision making
- Tools, techniques and terminology
- Budgeting, financial forecasting and performance measurement

Here is what is coming up in the series. The topics chosen were based on the RMT's experience of the important factors in managing and leading your chorus effectively no matter what your goals and aspirations are.

Note the date for the last webinar is yet to be scheduled.

Leading your chorus in uncertain times

Overview of today's topic: leading your chorus in uncertain times.

- The need to keep things going, create a new future and opportunities amongst uncertainty.
- Our parent organisation is facing challenges that our region isn't. We can plan next year's convention as we can gather, but this isn't the same for other SA regions. This adds an extra layer of complexity to our planning.

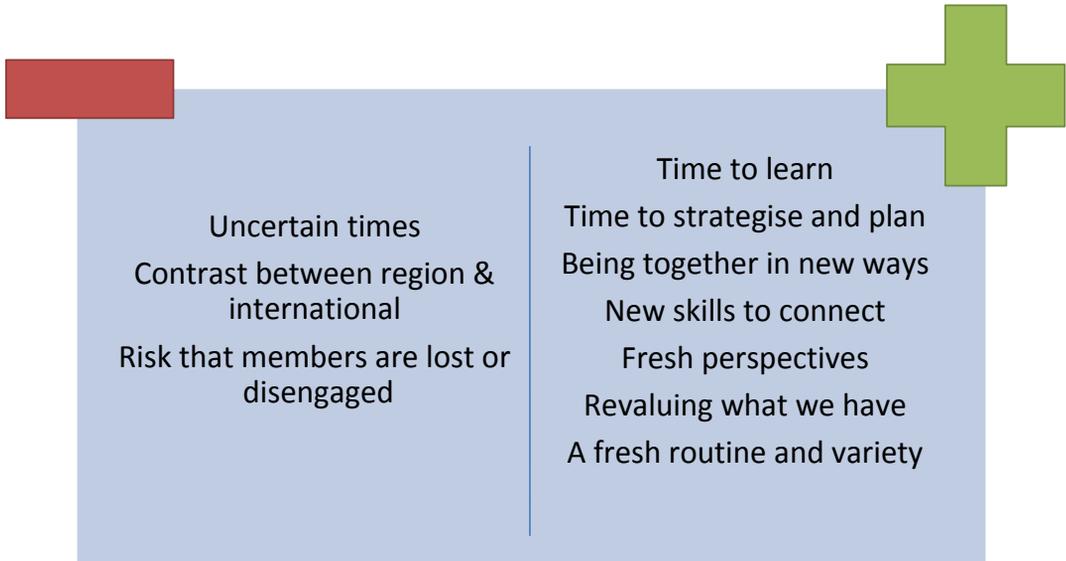
There is no guide book



- **Challenge to our choruses and our organisation is unprecedented**
- **What is our “new normal” way of operating remains unclear, and the path to get there is undefined, but slowly emerging**
- **Organisation (International and Regional) are still working through key decisions**
- **Our leadership job is tougher than we signed on for, but we must deliver energy, direction and hope to our members**

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Reframing the Situation (Turning A Pile of Problems into a Pile of Opportunities)



Emphasis is on getting the balance right - look for signs of tiredness or boredom
Cut people some slack
Have fun – mix it up
Rest and rejuvenate

What are the issues you need to reframe?

What opportunities have you taken with your chorus? What is working well ?

- **We are about to send back to your breakout groups**
- **Select someone to act as scribe, and a spokesperson for the group**
- **Then consider some questions:**
 - **What have you done, or are you planning to do navigate the current uncertainty and pave a new future?**
 - **What tried and planned activities or approaches have you tried that have worked well, and what have not worked so well?**
- **You will have 15 minutes for a discussion then you will be returned to the main group**
- **When you return to the main meeting your group spokesperson will share the issues raised**

Set up the next break out group activity.

- What have you done, or are you planning to do navigate the current uncertainty and pave a new future?
- What tried and planned activities or approaches have you tried that have worked well, and what have not worked so well?

Group Activity – Opportunities and Solutions



Group 1

- Video and skills development
- New songs
- Broadened the focus
- 38 new people audition and passed in one chorus
- Need something to work towards
- Choruses collaborating on events
- Personal development goals for members

Group 2

- Clear protocols for members at different alert levels
- Small groups
- Live streaming of rehearsals - will continue
- Relaxed attendance rules
- Planning day successes
- Member survey
- No competition provide freedom to explore performance
- Using Zoom for connection and education
- Membership drives frustrated
- What does regional look like now, and what is impact on qualification for international?

Group 3

- Planning for different COVID alert levels
- Zoom a lifesaver, but tedious and no good for singing
- "One chorus is falling apart"
- Members with jobs in medicine - staying away
- Facetime use for smaller groups
- Half chorus rehearsals
- Returnees
- Theory lessons
- Good numbers at rehearsals since lockdown lifted
- People just want to sing
- Energy and focus of directors
- Themed Zoom nights
- Alternating social and rehearsal and zoom sessions

Group 4

- Collaboration with other choruses
- Education sessions
- Physical and vocal warm ups
- New songs and tags
- Listening exercises
- Revisiting strategy and adjusting goals
- Social activities with Zoom
- Smule app for singing with tracks
- Meet in small groups

Here's what the group said.

THANK YOU FOR YOUR CONTRIBUTIONS TODAY

Get in touch with Sarah Bennett - events.sweetadsnz@gmail.com if you have thoughts or questions

Resources will be available on the Region 35 website in the week following each webinar

Identify others who should attend each workshop and encourage them

Enroll in next session - Nurturing Membership, 24 October 2020