



Catholic Education Office  
Archdiocese of Melbourne

SUPPORTING WOMEN *in their*  
Leadership Journeys

# RESOURCE GUIDE

# 7

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## Virtual Support

- 7.1 Virtual Mentors
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*With technology advancing at hyper-speed,  
a culture is no longer bound by its borders  
but in fact is borderless. Everyone has access  
to information anywhere and at any time.*

TRINIDAD HUNT, INSPIRING LEADERSHIP FOR WOMEN PROGRAM

## 7.1 Virtual mentors

### THE WOMEN SAY

The participants in the *Round Table Forum* suggested there was a need for virtual mentoring. By using electronic methods of communicating, women could meet virtually with a mentor rather than having to meet face-to-face. One of the participants stated:

*'We need all means of electronic/virtual mentors. This allows flexibility around timelines for both parties. Virtual mentors enable both parties to have regular or irregular contact between face-to-face mentoring.'*

In addition to the concept of a virtual mentor, this series of *Resource Guides* is a valuable resource for women who do not have access to a mentor, who

are feeling isolated, or who do not have the opportunity to seek advice in their workplace. It enables easy access to online resources at a time that is convenient to the user. Mentors, coaches, and network leaders can also access the materials when supporting other women.

### SHARING THE LEARNING

The following methods of communicating with others can be useful for women:

- **Blogs** can provide commentary, information and discussion on a particular subject and readers can add their own comments. Blogs can be used by mentors to write longer and more in-depth articles that can be read by a number of people.
- Many organisations have a **Facebook** page that provides updates on an organisation's activities.

- **LinkedIn** is a social networking website for people in professions. LinkedIn Answers allows users to ask questions for the community to answer and LinkedIn today provides top news stories tailored to the user. Users can create a list of connections with other people.

- **Skype** is an economical and easy way to contact people and could be used to provide access to a mentor. Skype allows you to contact other people via your phone, computer or a smart TV. If you have a webcam you can make video calls. Skype to Skype calls are free. Calls and text messages to mobiles and landlines involve a fee.

- **Social media sites** can be a good way to make connections between women's organisations. Most of these sites are free to access, though membership is controlled. Information is provided instantly, people communicate simultaneously and email inboxes are not overloaded. Professional pages within these websites should be moderated to ensure content is appropriate and safe.

- **Twitter** is an online social networking and microblogging service which can be a useful tool for following the posts of organisations and key thinkers. Twitter can be used by mentors and mentees to connect informally and send short messages. Posts can be grouped together by topic using hashtags.

- **Virtual Meeting Spaces** can be used to hold a face-to-face meeting where members are not in the same location. (Specific software is required such as Jabber Videoconferencing software.)



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## 7.2 Online Learning

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Online learning can be a convenient way to develop leadership knowledge and skills, with websites being a great source of information. Online resources are a useful means of support for women who do not have access to a mentor or critical friend.

The participants in the *Round Table Forum* indicated that they needed support in a range of areas, such as developing self-confidence, the interview process, networking, managing conflict, and change management. An Internet search for information under these topics could be a good starting point for women aspiring to leadership and those supporting them.



[Trinidad Hunt's website](#) contains a range of resources for leaders. These include information about books (*Roadmap to Success*, *GPS – Goals and Proven Strategies for Success* and *Learning to Learn*), music, meditations, visualisations and also Hunt's blog, which continues the learning from the Supporting Women in Leadership programs.

Other opportunities for learning that can be accessed online include coaching programs and leadership training.

### Web Resources and Articles

**Online journals and newsletters** are an efficient way to keep up with the latest thinking in leadership. These include electronic journals such as *Curriculum Leadership* and the *Australian Educational Researcher*. Other Australian educational research material can be found in *EdResearch Online*, published by the Australian Council for Educational Research (ACER).

Many professional associations have a subscription-based **e-newsletter**. The Australian Council for Educational Leaders provides the *ACEL Online Newsletter*, however, you need to be a member to obtain access.

**Educational forums** are an excellent way to hear from experts from all over the world in a particular field. The forums occur in real time but are usually captured so people can view them later. Education forums are often part of a website and allow users to comment on topics related to the site. They enable women to confer with women leaders in other locations, to address specific issues and to share their leadership knowledge.

**YouTube** is a video-sharing website where you can upload and share videos. It is a great source of ideas and inspiration, with the material usually presented in short clips. Videos can be searched for a range of topics and there is also a YouTube EDU for educational topics.

**Technology, Entertainment and Design (TED)** is a website devoted to 'ideas worth spreading'. It showcases for free the best talks and performances from TED and partners.

**E-seminars** are a great way to have access to presenters we may not normally see. E-seminars are delivered over the Internet using full motion video, audio and graphics. Unlike classroom seminars, e-seminars are available anytime and anywhere people have access to an internet connection. Hunt offers an online e-seminar series that links to the topics in the *Women in Leadership* programs. The '[e-seminars](#)' are available on Trinidad Hunt's website and include the following topics:

- Listening
- Kaizen (never-ending school improvement)
- Building collaborative school communities – Part 1 & 2
- Handling difficult conversations – Part 1 & 2
- Thoughts turn into things – Part 1 & 2
- IQ, EQ, SQ – Part 1, 2, 3 & 4
  - IQ, EQ, SQ – A balanced approach to values education
  - IQ – The quality of our intellect
  - EQ – The quality of our emotional reactions
  - SQ – The quality of our social relationships.

## 7.3 Who's Who

### PROFESSIONAL LEARNING

The Integrated Professional Learning System (IPLS) provides online access to school staff to search and register for Catholic Education Office Melbourne (CEOM) professional learning activities. Access to My PL (IPLS) is via the [CEVN website](#) under *Professional Learning*.

### CATHOLIC EDUCATION CONTACTS

The [Directory of Catholic Education Victoria](#) provides contact details for personnel in Catholic education in Victoria.

#### Catholic Education Office Melbourne (CEOM)

James Goold House  
228 Victoria Parade  
East Melbourne, Victoria 3002  
Ph: 03 9267 0228  
Fax: 03 9415 9325

#### Catholic Leadership Centre

576 Victoria Parade,  
East Melbourne, Victoria 3002  
Ph: 03 9200 5200  
Email: [clc@ceomelb.catholic.edu.au](mailto:clc@ceomelb.catholic.edu.au)  
Website: [www.ceomelb.catholic.edu.au/clc](http://www.ceomelb.catholic.edu.au/clc).

#### CEOM Leadership and Professional Learning Team

The Leadership and Professional Learning Team are based at the Catholic Leadership Centre. The team provides leadership programs for leaders in Catholic schools in the Archdiocese of Melbourne. Programs are organised under the phases of the [Leadership Continuum](#). Professional learning options for leaders in Melbourne Catholic schools can be found on the Integrated Professional Learning System under *Professional Learning / My PL (IPLS)* on the [CEVN website](#).

The Leadership and Professional Learning Team is responsible for the Women in Leadership initiative.

Ph: 03 9267 0228 (Switchboard)

### CEOM REGIONAL OFFICES

#### Eastern Regional Office

39 Hewish Road  
Croydon, Victoria 3136  
Ph: 03 9724 0200

#### Northern Regional Office

Cnr Howard & Rosslyn Streets  
West Melbourne, Victoria 3003  
Ph: 03 9329 8800

#### Southern Regional Office

602 South Road  
Moorabbin East, Victoria 3189  
Ph: 03 9532 1922

#### Western Regional Office

47 Synnot Street  
Werribee, Victoria 3030  
Ph: 03 9731 3900

#### Catholic Education Commission of Victoria Ltd (CECV)

James Goold House  
228 Victoria Parade  
East Melbourne, Victoria 3002  
Ph: 03 9267 0228  
Fax: 03 9415 9325  
Email: [secretary@cecv.catholic.edu.au](mailto:secretary@cecv.catholic.edu.au)

## UNIVERSITIES

The following list of universities and post-graduate leadership courses is not exhaustive. University contact numbers and websites are included for further information.

### Australian Catholic University

[www.acu.edu.au](http://www.acu.edu.au)

#### Melbourne (Fitzroy) Campus

General enquiries: 03 9953 3000

#### Ballarat Campus

General enquiries: 03 5336 5300

#### Educational leadership courses:

[Educational Leadership](#)

### Deakin University

[www.deakin.edu.au](http://www.deakin.edu.au)

#### Melbourne (Burwood) Campus

General enquiries: 03 9233 6100

#### Educational leadership courses:

[Master of Education](#) (Educational Leadership and Administration)

### Latrobe University

[www.latrobe.edu.au](http://www.latrobe.edu.au)

#### Melbourne (Bundoora) campus

General enquiries: 03 9479 1111

#### Educational leadership courses:

[Educational Leadership and Management Courses](#)

### University of Melbourne

[www.unimelb.edu.au](http://www.unimelb.edu.au)

#### Melbourne (Parkville) Campus

General enquiries: 13 63 52

#### Educational leadership courses:

[Courses for Educational Professionals](#)

### Victoria University

[www.vu.edu.au](http://www.vu.edu.au)

General enquiries: 03 9919 4000

#### Educational leadership courses:

[Educational Leadership](#)

## PROFESSIONAL ASSOCIATIONS AND ORGANISATIONS

### Australian Council for Educational Leaders

[www.acel.org.au](http://www.acel.org.au)

### Australian Institute for Teaching and School Leadership

[www.aitsl.edu.au](http://www.aitsl.edu.au)

### Australian Primary Principal Association

[www.appa.asn.au](http://www.appa.asn.au)

### Bastow Institute of Educational Leadership

[www.bastow.vic.edu.au](http://www.bastow.vic.edu.au)

### Independent Primary School Heads of Australia

[www.ipsha.org.au](http://www.ipsha.org.au)

### Principals Australia Institute

[www.pai.edu.au](http://www.pai.edu.au)

### Victorian Catholic Secondary Schools Deputy Principals' Association

[www.vcssdpa.com](http://www.vcssdpa.com)

### Victorian Independent Education Union – Catholic Primary Principals Association

<http://acppa.catholic.edu.au/>

### Victorian Principals Association

[www.vpa.org.au](http://www.vpa.org.au)

### Women & Leadership Australia

[www.wla.com.au](http://www.wla.com.au)

### Women's Leadership Institute Australia

[www.wlia.com.au](http://www.wlia.com.au)

## 7.4 Websites

### **achieve-goal-setting-success.com**

[www.achieve-goal-setting-success.com](http://www.achieve-goal-setting-success.com)

Life Aspects

[www.achieve-goal-setting-success.com/life-aspects.html](http://www.achieve-goal-setting-success.com/life-aspects.html)

### **Albert Mehrabian**

[www.kaaj.com/am/](http://www.kaaj.com/am/)

### **Association of Women Educators**

[www.awe.asn.au/drupal](http://www.awe.asn.au/drupal)

### **Aussie Educator. A total education page for Australia**

[www.aussieeducator.org.au/index.html](http://www.aussieeducator.org.au/index.html)

### **Australian Bureau of Statistics, Education and Work survey, May 2013**

The Education and Work survey provides annual information about a range of key indicators relating to educational participation and attainment, along with data on people's transition between education and work.

[www.abs.gov.au/AUSSTATS/abs@.nsf/mf/6227.0/](http://www.abs.gov.au/AUSSTATS/abs@.nsf/mf/6227.0/)

### **Australian Centre for Leadership for Women**

[www.leadershipforwomen.com.au](http://www.leadershipforwomen.com.au)

### **Australian Council for Educational Leadership**

[www.acer.org.au](http://www.acer.org.au)

### **Australian Council for Educational Research**

[www.acer.edu.au](http://www.acer.edu.au)

### **Australian Association for Research in Education**

[www.aare.edu.au](http://www.aare.edu.au)

The Australian Educational Researcher, published by AARE, promotes understanding of educational issues through publication of original research and scholarly essays.

[www.aare.edu.au/pages/publications.html](http://www.aare.edu.au/pages/publications.html)

### **Australian Institute for Teaching and School Leadership**

[www.aitsl.edu.au](http://www.aitsl.edu.au)

### **The Bastow Institute of Educational Leadership**

A Victorian Government education initiative, the Bastow Institute of Educational Leadership is a world-class learning centre where educational leaders can connect, converse and learn together

[www.bastow.vic.edu.au/Pages/Home.aspx](http://www.bastow.vic.edu.au/Pages/Home.aspx)

### **iLead 360° Survey**

<http://ilead.education.vic.gov.au/login.php>

### **Catholic Education Melbourne**

[www.ceomelb.catholic.edu.au](http://www.ceomelb.catholic.edu.au)

### **Curriculum Leadership Electronic Journal**

A journal for leaders in education

[www.curriculum.edu.au/leader](http://www.curriculum.edu.au/leader)

### **CVTips**

This website provides advice on applying for positions and related information.

[www.cvtips.com](http://www.cvtips.com)

It also has information on identifying strengths and weaknesses.

[www.cvtips.com/interview/identify-your-strengths-and-weaknesses.html](http://www.cvtips.com/interview/identify-your-strengths-and-weaknesses.html)

### **Dr Stephen R Covey**

[www.stephencovey.com](http://www.stephencovey.com)

### **Edmund Rice Education Australia Women in Leadership**

[www.erea.edu.au/Our-Services/leadership-programs/women-in-leadership](http://www.erea.edu.au/Our-Services/leadership-programs/women-in-leadership)

### **EdResearch Online**

<http://opac.acer.edu.au:8080/edresearch/index.html>

### **Education Queensland Women in Leadership**

<http://education.qld.gov.au/workforce/diversity/equity/women/management/index.html>

### **Facebook**

[www.facebook.com](http://www.facebook.com)

### **Flickr**

Photo sharing website

[www.flickr.com](http://www.flickr.com)

### **FranklinCovey**

FranklinCovey is a global company specialising in performance improvement. They help organizations achieve results that require a change in human behaviour. They have seven Practices, with education being one of them.

[www.franklincovey.com/tc/](http://www.franklincovey.com/tc/)

The Regional Practice Leader for Australia/NZ is Michael Millward. He is available at [michaelm@franklincovey.com.au](mailto:michaelm@franklincovey.com.au) for any inquiries within Australia.

[www.franklincovey.com.au](http://www.franklincovey.com.au)

The 7 habits of highly effective people signature program:

[www.franklincovey.com/tc/solutions/the-7-habits-solutions/the-7-habits-of-highly-effective-people-signature-program](http://www.franklincovey.com/tc/solutions/the-7-habits-solutions/the-7-habits-of-highly-effective-people-signature-program)

### **Growth Coaching International**

One of the largest providers of coaching, training, facilitation and conference presentation services in the Australian education sector

[www.australiangrowthcoaching.com/for-education-leaders](http://www.australiangrowthcoaching.com/for-education-leaders)

### **Hay Group**

Assessment and development products and services for leaders

[www.haygroup.com/leadershipandtalentondemand/index.aspx](http://www.haygroup.com/leadershipandtalentondemand/index.aspx)

See also the Emotional and Social Competency Inventory

[www.haygroup.com/leadershipandtalentondemand/ourproducts/item\\_details.aspx?itemid=43&type=7](http://www.haygroup.com/leadershipandtalentondemand/ourproducts/item_details.aspx?itemid=43&type=7)

### **Leadership Continuum**

[www.ceomelb.catholic.edu.au/professional-pathways/leadership-continuum](http://www.ceomelb.catholic.edu.au/professional-pathways/leadership-continuum)

### **Leadership Standards Framework**

[www.lsfvic.catholic.edu.au](http://www.lsfvic.catholic.edu.au)

### **Lead on Purpose Blog**

Michael Ray Hopkin's blog on leadership  
<http://leadonpurposeblog.com>

### **LinkedIn**

[www.linkedin.com/nhome/](http://www.linkedin.com/nhome/)

### **MindTools. Essential Skills for an Excellent Career**

The MindTools website has a number of resources for leaders, including *The Wheel of Life. Finding Balance in Your Life*  
[www.mindtools.com/index.html](http://www.mindtools.com/index.html)

### **NING**

Platform for Creating Social Websites  
[www.ning.com](http://www.ning.com)

### **NSW Teachers Federation Library**

Women and Leadership website focusing on women's participation in unions and educational leadership.  
[www.nswtf.org.au/files/women\\_and\\_leadership\\_2011.pdf](http://www.nswtf.org.au/files/women_and_leadership_2011.pdf)

### **Online Mentoring for Women**

Canberra YWCA Online Mentoring for Women program  
[www.ywca-canberra.org.au/womens\\_leadership/mentoring\\_women](http://www.ywca-canberra.org.au/womens_leadership/mentoring_women)

### **Paauwerfully Organized**

Kathy Paauw specialises in decluttering schedules, spaces and minds  
[www.orgcoach.net/timematrix.html](http://www.orgcoach.net/timematrix.html)

### **Ramona Creel**

*Beyond Organizing*  
<http://ramonacreel.com/beyond-organizing/>  
*Creating a To-Do List*  
<http://ramonacreel.com/beyond-organizing/organizing-checklists-and-tip-sheets/creating-a-to-do-list-that-works-for-you/>

### **Skype**

[www.skype.com](http://www.skype.com)

### **TED**

Ideas worth sharing  
[www.ted.com](http://www.ted.com) and [www.ted.com/talks](http://www.ted.com/talks)

### **The Third Space**

The official website for the book, *The Third Space*, by Dr Adam Fraser  
[www.thethirdspace.com.au](http://www.thethirdspace.com.au)

### **Trinidad Hunt. From Success to Significance**

[www.trinidadhunt.com:](http://www.trinidadhunt.com:)

- E-seminars  
<http://trinidadhunt.com/product-category/educators-education/eseminars-education-educators/>
- IQ, EQ, SQ Leadership Inventory  
[www.trinidadhunt.com/iq-eq-sq-leadership-inventory](http://www.trinidadhunt.com/iq-eq-sq-leadership-inventory)
- One Minute Meditations  
<http://trinidadhunt.com/tag/one-minute-meditation>
- Teaching and learning cards  
<http://trinidadhunt.com/product-category/educators-education/education-teaching-learning-cards/>
- Weeding my mental garden blog  
<http://trinidadhunt.com/2012/01/weeding-my-mental-garden>
- Weeding my mental garden video  
<http://trinidadhunt.com/2012/03/weeding-my-mental-garden-the-30-second-doorway>

### **Twitter**

Online social networking and microblogging service that enables its users to send and read text-based messages of up to 140 characters  
<https://twitter.com>

### **University of Melbourne, Department of Human Resources**

Developing a career plan  
[www.hr.unimelb.edu.au/careers/development/toolkit/career-plan](http://www.hr.unimelb.edu.au/careers/development/toolkit/career-plan)

### **University of Melbourne, Melbourne Business School, Centre for Ethical Leadership**

[www.mbs.edu/facultyresearch/ethicalleadership/Pages/cfelhome.aspx](http://www.mbs.edu/facultyresearch/ethicalleadership/Pages/cfelhome.aspx)

### **The University of Western Australia, Leadership Development for Women**

[www.hr.uwa.edu.au/development/programs/leadership/women](http://www.hr.uwa.edu.au/development/programs/leadership/women)

### **Wellbeing**

The website for the book *Wellbeing: The Five Essential Elements*  
[www.wbfinder.com/home.aspx](http://www.wbfinder.com/home.aspx)

### **Women & Leadership Australia**

[www.wla.com.au](http://www.wla.com.au)

### **Women Leading Education**

<http://women-leading-education.com>

### **Women Reshaping the World Online podcasts**

TED Talks about women's roles in the world  
[www.ted.com/themes/women\\_reshaping\\_the\\_world.html](http://www.ted.com/themes/women_reshaping_the_world.html)

### **The World Café**

[www.theworldcafe.com/index.html](http://www.theworldcafe.com/index.html)

### **Worldwide Guide to Women in Leadership**

This site is dedicated to the women who have ruled since the beginning of times – or as long as the sources date back  
[www.guide2womenleaders.com](http://www.guide2womenleaders.com)

### **YouTube**

Video-sharing website  
[www.youtube.com](http://www.youtube.com)