

Leading & Managing Teams

Tuesday 16th - Thursday 18th August, 2022



Workshop Overview

This workshop is for leaders across all IB programmes and is recommended for programme and subject coordinators, librarians, or team leaders at any level of leadership.

In this workshop leaders explore how to lead and manage a multitude of teams and team structures in their context. Leaders inquire into how to maximize team learning that results in positive outcomes throughout the IB World School.



[Click here to REGISTER](#)

Host School & Venue:

Vienna International School
Strasse der Menschenrechte |
Vienna 1220.Austria
Ph: +43 | 2035595-311
Contact: kdalton@vis.ac.at



Conceptual understandings of this workshop

The Leading and Managing Teams workshop aims to develop the following understandings:

Professional inquiry and team learning are at the very core of the IB approach to programme development.

Effective team leaders use a variety of leadership and management strategies to focus their teams on learning.

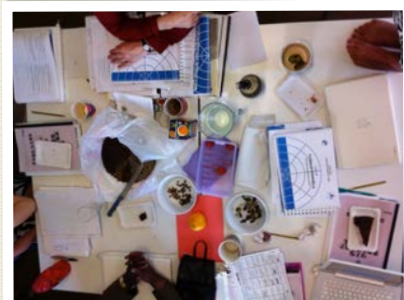
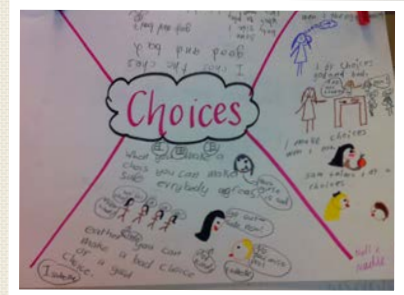
Sustaining and growing teams requires leadership that considers the needs of the learning community.

A dialogic team engages in discussion about pedagogy within their own school and their extended IB network.

Questions that drive the inquiry:

- What makes a team a team?
- How do we grow and sustain a team?
- How do we lead teams?
- What happens when things don't go as planned?
- What is our team learning culture?
- How do we learn as a team?
- How do we keep our learning up to date?
- What's our extended learning network?
- How do we understand the relationship between leading and managing teams?
- How do we grow team capacity?

PROFESSIONAL INQUIRY AND TEAM LEARNING
ARE AT THE VERY CORE OF THE IB APPROACH
TO PROGRAMME DEVELOPMENT.



Workshop Overview

Tuesday 16th August, 2022

Venue:	Vienna International School - 'Aula'
08:00 - 10:00	Session 1
10:00 - 10:15	<i>Refreshment break</i>
10:15 - 11:45	Session 2
11:45 - 12:30	<i>Lunch</i>
12:30 - 14:00	Session 3
14:00 - 14:15	<i>Refreshment break</i>
14:15 - 15:15	Session 4

Wednesday 17th August, 2022

Venue:	Vienna International School - 'Aula'
08:00 - 10:00	Session 5
10:00 - 10:15	<i>Refreshment break</i>
10:15 - 11:45	Session 6
11:45 - 12:30	<i>Lunch</i>
12:30 - 14:00	Session 7
14:00 - 14:15	<i>Refreshment break</i>
14:15 - 15:15	Session 8

Thursday 18th August, 2022

Venue:	Vienna International School - 'Aula'
08:00 - 10:00	Session 9
10:00 - 10:15	<i>Refreshment break</i>
10:15 - 11:45	Session 10
	<i>* Please note that lunch is not provided on the Thursday</i>

Saturday departures:

Please allow 40 minutes to get to the airport from school.

Taxis can be organised to take groups of people to the airport after the workshop.

Registration Form

You can register using the [online form](#) OR
print this form, complete details and email to kdalton@vis.ac.at

From:

Return to: PYP Coordinator

Email: kdalton@vis.ac.at

Pages: 1 of 1

Ref: **IB Teams**

School Name:		
School Address:		
Contact Person:		
Contact Email:		
Contact Phone:		
Participants:	Name:	Email:
I have read and agree to the safety policy and the cancellation policy of this workshop, as outlined in the workshop package.		
Signed:		

Registration closes August 12, 2022

Fee and Payment

Please **DO NOT** make any payment until the workshop organiser has confirmed registration.

The workshop fee is **€780** per person. In an attempt to encourage teams of teachers to attend, **each additional participant from your school will only pay a fee of €750**. This fee includes all tuition, lunches as well as morning and afternoon refreshments.

The fee should be paid into the following account:

Name of account:	Vienna International School
Account number:	655289403
Reference:	'IB Teams' & the name of your school
Swift Code:	BKAUATWW
IBAN number:	AT051200000655289403
Name of Bank:	Bank Austria
Bank Code:	12000
Address:	Donaustadtstrasse 1, Vienna 1220, Austria

Safety Policy

Neither Vienna International School, nor its directors, officers or agents are responsible or liable for the safety and property of participants or their companions nor for any financial losses incurred if workshops are cancelled due to reasons beyond the control of the school, either during the workshops or any excursions related thereto.

Traveling to and from the workshop venue shall take place under the participants' sole responsibility. Participants are advised to seek information on potential health and security risks incurred by themselves or their companions and to secure adequate insurance coverage that includes reimbursement of any costs incurred should the event be cancelled.

Cancellation Policy

Cancellations received up to three weeks before the beginning of the event will be reimbursed 80% of the registration fee. Cancellations received after this deadline and 'no-shows' will be charged the full registration fee. This policy applies also in cases where visas are not granted.

IMPORTANT

On the bank transfer, please include:

- **reference to 'IB Teams'**
- **the name of your school**

NB:

- *The amount is Tax free according to the Austrian Federal Fiscal Code 34 BAO*
- *VIS has exemption from taxes.*
- *VIS tax number is ATU3780409*

Logistics

Workshop Venue

The workshop will be held at

Vienna International School

Strasse der Menschenrechte 1

Vienna 1220

(**U-bahn stop:** Kagran on the U1 - 'red line')

Accommodation Information

We find that it is easier for participants to make their own hotel arrangements, as often internet deals are better value, and can be booked with flights. This also offers individuals more flexibility.

Hotels within walking distance from the school:

Arcotel Donauzentrum (5min walk)

<https://donauzentrum.arcotel.com/en/>

+43 | 2022 333

Strand Hotel (10min walk)

www.strandhotel-alte-donau.at

+43 | 204 4040

Alternatively, you might wish to select a hotel in the city centre. In this case, the commute is very easy. You would simply hop on the U1 u-bahn (metro) line at either Schwedenplatz or Stephansplatz. The journey only takes 10-15mins to Kagran, which is the stop near the school.

Travel Information - Airport to city

There are several ways to travel to the hotels either in the area of the school or in the city from **Vienna International Airport:-**

TRAIN

There are frequent suburban trains from the airport into the city. The trip only takes 15-20 minutes. (Use the [fahrplan](#) link below)

TAXI

Airport Driver: Airport to city or airport to Kagran (school) costs approximately € 38 **if pre-booked.**

Ph: +43 | 22822

<https://www.airportdriver.at/en>

BUS

If you are staying near the school, or in the Schwedenplatz area there are also direct buses from the airport to these destinations.

<https://www.viennaairportlines.at/>

Other useful websites:

<http://www.wien.gv.at/english/>

<http://www.austria-tourism.at/us>

<http://fahrplan.oebb.at/bin/query.exe/en>

- to find your way around on public transport. It's great!

