



TIPS TO HELP YOU WORK SMARTER FREE BUSINESS INFORMATION SESSIONS AND NETWORKING EVENTS

If you are a home-based business, an independent professional, or a small business owner/operator, and you can get to Atherton, Innisfail, Tully, Port Douglas or Cairns for the sessions on page 2, then take the opportunity to spend some time with one of Australia's leading small business coaches, Robert Gerrish.

Robert will present a series of interactive sessions throughout the region in the second week of November - see page 2 for details and the venues in your area. The sessions that Robert will deliver include:

- **Starting a referral virus to explode your business** - the value of a statement that talks clearly about what you do, the importance of recognising who you should do business with, and how to create a referral virus that will lead to potentially endless new business leads.
- **Work less, achieve more** - a clear understanding of what you need to be doing more of away from work, clarity regarding how to work at your most effective best, and an understanding of what steals focus and time and what to do about it.
- **Getting it right - the 8 essentials of a successful business** - how bingeing applies to business and why it's not good, why procedures are both essential and liberating, the importance of listening and the impact this has on customer relationships and marketing.

About Robert Gerrish

Robert Gerrish helps solo professionals and small business owners attract more of what they want. He has over 20 years experience in small business management, marketing and promotion and today supports business owners in Australia, Britain and the US.

In 2001, he became only the second coach in Australia & New Zealand to attain the International Coach Federation credential of Professional Certified Coach.

He writes regular columns for My Business magazine and News Ltd. titles; presents tips on 2NSB FM's 'Business Break' and has developed *Flying Solo* (www.flyingsolo.com.au) an online magazine with articles, tips and resources. Today over 11,500 Australian business owners receive Flying Solo's weekly email newsletter.

His first book, a motivational masterpiece with co-author Sam Leader, entitled *Flying Solo: How to go it alone in business* was published by Allen & Unwin and launched in July 2005.





SESSION TIMES AND REGISTRATION

While the sessions are free of charge (except the breakfast session in Cairns), registrations are essential to allow us to plan catering, workbooks, etc. There will be space provided for you to bring your own promotional material (within reason) - either your products or information about the services that you provide. Please register by ticking the box next to the session(s) that you'd like to attend, and filling out the information below. Then either fax this page to 4095 2851, email your details and the session(s) that you want to attend to sbfoinfo@fnqacc.com, or phone Kimberley on 1800 110 402. Let us know if you will be displaying your products and promotional material so that we can ensure that space is available.

- Atherton Nov 8. 10am - 2.30pm. Atherton International Club**
Starting a Referral Virus and Work Less, Achieve More Workshop & Networking. Light lunch will be provided.
- Atherton Nov 8. 5pm - 7.30pm. Atherton International Club**
Getting it Right - 8 Essentials of a Successful Business & Networking. Light supper will be provided.
- Innisfail Nov 9. 9am - 11.30am. Crown Hotel, Innisfail**
Work Less, Achieve More & Networking. Morning tea will be provided.
- Tully Nov 9. 4pm - 6.30pm. Red Cross Hall, Tully**
Starting a Referral Virus & Networking. Afternoon tea provided.
- Cairns Nov 10. 9.30am - midday. Hilton Hotel.**
Starting a Referral Virus and Getting it Right - 8 Essentials of a Successful Business. Morning tea provided.
- Port Douglas Nov 10. 1.30pm - 3pm. Port Douglas Community Centre**
Starting a Referral Virus and Getting it Right - 8 Essentials of a Successful Business. Afternoon tea will be provided.

To register for the above events, please fax this page to 4095 2851, ring Kimberley on 1800 110 402 or email her at sbfoinfo@fnqacc.com

Name: _____

Business Name: _____

Postal Address: _____

Phone No: _____ Email: _____

Cairns Business Women's Club Breakfast (fee to attend) - Separate Registration.

Cairns Nov 10. 7.15am Registration for 7.30am- 9am. Hilton Hotel

Work Less, Achieve More & Networking. Please go to www.cbwc.org.au to book and pay on-line. Light breakfast included.

These events are provided by the FNQACC Field Officer Program in conjunction with Queensland Government's State Development and Telstra Country Wide



Small Business Field Officers



Queensland Government

