



## Investing in Leadership Capital 2021

**Residential One:** Monday 12<sup>th</sup> to Wednesday 14<sup>th</sup> April 2021

**Residential Two:** Monday 22<sup>nd</sup> to Wednesday 24<sup>th</sup> November 2021

*Welcome to the 'Investing in Leadership Capital' residential programme for 2021. We are really excited about this new programme and look forward to working alongside with you during the year.*

**Here are some important details to ensure your stay at the Living Springs Conference Centre is a great experience...**

### TRAVEL

- If you are flying please aim to arrive at Christchurch Airport **no later than 9.00am** as the shuttle to Living Springs will be leaving between 9.15am and 9.30am.
- For your return journey please ensure that your check in time is **no earlier than 2.30pm** to allow time for the shuttle to take you, and others, back to the airport.

If you are traveling by car, please use the map link on the confirmation email to assist you.

*Note: If there are spaces on the shuttle, we will open these up to everyone nearer the time.*

### FOOD

If you have any special dietary requirements, please let us know so that we can ensure you are catered for during your stay.

### ACCOMMODATION

Accommodation is provided for both nights and is in a twin share room. Your rooms will be available from 10.30am on the first day.

### PAYMENT

InterLEAD will forward an invoice just before the course. Please let us know if you wish to make a payment earlier.

### COURSE TIMES

The programme will commence at 11.00am on the first day and aim to finish the workshop at 12.00 midday on the last day.

### WHAT TO BRING

A pen to write with and plus any personal effects, including medication. There are plenty of opportunities for walking, so make sure you bring a warm jacket as Canterbury can be quite cool.

***If you have any questions, don't hesitate to contact us:***

Travel and Personal Arrangements: Rachael at [learning@interlead.co.nz](mailto:learning@interlead.co.nz) or 03 420 2800

Workshop Content: Ailsa on 021 172 5487

***Please advise your details as soon as possible so that we can co-ordinate all arrangements. Simply send us an email to advise your dietary details and travel arrangements (arrival and departures times and flight numbers). Thanks!***

**INFORMATION REQUIRED BY: Monday, 29<sup>th</sup> March 2021**