Anderson
Executive Development Centre

Time & Self-Management

Creative Strategies for Personal Mastery and Professional Credibility

Date	Venue	Fees
08 - 12 Sep 2019	Abu Dhabi	$4,950
22 - 26 Dec 2019	Dubai	$4,950

Training Course Overview

High performing professionals are recognized by their expertise, hard work, and business acumen. By demonstrating behaviours that foster commitment and productivity they facilitate the collaborative alignment essential to organisational success. This Anderson training course develops those activities that establish the "intra" personal skills essential to self-mastery and the "inter personal" skills essential for the communication and influencing skills that underpin all management and leadership activities. By adding a range of problem solving and decision-making tools this five-day training course embeds a solution focused mindset and the creative resilience to overcome the ever-complex issues faced by organisations today.

Training Course Objectives

By attending this Anderson training course, delegates will be able to:

- Project themselves positively within the organisation
- Prioritize their activities that add value
- Recognise that leadership exists throughout at all levels in the organisation
- Communicate confidently to impact, influence and raise personal profile
- Develop strategies overcome personal team and organisational problems

The Certificate

- Anderson Certificate of Completion will be provided to delegates who attend and complete the course.

Designed for

This Anderson training course is suitable for middle and senior managers who have responsibility for divisional or organizational success, as well as consultants and professionals who support them. For example:

- Aspiring professionals seeking career progression
- High potential candidates with fast track ambitions
- Coordinators, supervisors team leads seeking to perform more productively
- HR employees in consultative roles supporting others
- Managers rethinking their role and purpose

Training Course Outline

Amongst a wide range of valuable topics, the following will be prioritised:

- Assessing personal traits to project a self-confident self-image
- Intra and Inter personal skills development
- Strategically prioritising personal and business goals
- Communicating to influence and impact others
- Assertive behaviours that get things done
- Motivating and leading by example
- Problem solving and decision-making strategies
- Planning, organising and prioritising focus to achieve greater success
- Creating solutions through smart thinking and utilising the wisdom of many
- Create a positive mindset for leadership development

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VAT Announcement: The Government of UAE have introduced Value Added Tax (VAT) on goods and services from 01-January-2018. In compliance with the legislation issued by the UAE Government, we will be applying a 5% VAT on the fees for all our programs and services offered from January 2018 as applicable and stipulated in the FTA circulars.