



Achieving Leadership Success through People & Innovation

Lead More Effectively by Creating Rapport, Synergy and Two-way Trust

► Upcoming Sessions

23 Sep-04 Oct 2024	Kuala Lumpur - Malaysia	\$11,900
25 Nov-06 Dec 2024	Paris - France	\$11,900
10-21 Feb 2025	Houston - USA	\$13,900
19-30 May 2025	Dubai - UAE	\$11,900
16-27 Jun 2025	Rome - Italy	\$11,900
24 Nov-05 Dec 2025	Paris - France	\$11,900

► Training Details

Training Course Overview

Renowned leadership expert John C. Maxwell once said, "a leader is one who knows the way, goes the way, and shows the way." This cutting-edge training course is meticulously crafted to equip you with the knowledge, comprehension, and practical application of dynamic and innovative leadership strategies. Prepare for a transformative experience as you discover how to inspire others to achieve remarkable levels of performance and excellence!

If you aspire to motivate your team and drive high-performance outcomes essential for sustained success, look no further than our module, Effective People Skills. This module is designed to empower you to cultivate dynamic interpersonal relationships, a cornerstone of effective management.

Yearning for professional excellence, creativity, and enhanced productivity? Our second module, Innovation & Productivity in the Workplace, is tailor-made to furnish you with the skills and best practices needed to foster a culture of innovation. Embrace change as an inevitable force and emerge as the leader who spearheads innovation, paving the way for organizational growth and success.

The Structure

This comprehensive Anderson training course consists of two modules which can be booked as a 10 Day Training event, or as individual, 5 Day courses.

Module 1 - [Effective People Skills](#)

Module 2 - [Innovation & Productivity in the Workplace](#)

Training Course Objectives

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

- ▶ Develop winning relationships by building people skills
- ▶ Increase your personal effectiveness through innovation and productivity
- ▶ Resolve conflict situations constructively by applying effective negotiation skills
- ▶ Understand the team concept, how to be a team player and promote teamwork
- ▶ Demonstrate initiative and leadership skills from your current position

Designed For

This Anderson training course is suitable to a wide range of professionals but will greatly benefit:

- ▶ Professionals who want to learn techniques to work with other colleagues
- ▶ Team leaders, supervisors, section heads and managers
- ▶ Professionals who have an interest in a management position
- ▶ Anyone who wants to become a leader in their work role
- ▶ Technical and Administration professionals

▶ Training Details

Module 1: Effective People Skills

Day One: The Core Interpersonal Skill

- ▶ Person-to-Person communication
- ▶ Barriers to effective communication
- ▶ Non-verbal communication
- ▶ The Active listening models
- ▶ Styles of communication
- ▶ Preparing and delivering great presentations

Day Two: Building Winning Working Relationships

- ▶ The TRUST Factor
- ▶ Avoiding the collusion phenomenon
- ▶ A Change of Heart
- ▶ Interpersonal Dialogue: Core Principles
- ▶ Understand the definition and meaning of interpersonal
- ▶ Harnessing harmful behavior

Day Three: Understanding Groups and Team Dynamics

- ▶ High performing teams vs. traditional work group
- ▶ The three elements of high-performance teams
- ▶ Understanding the types of teams
- ▶ The stages of team development
- ▶ Team member styles
- ▶ Capitalizing on the team player styles within your team

Day Four: Teamwork and Collaboration

- ▶ Giving and receiving effective feedback
- ▶ Dealing with conflict Constructively
- ▶ Symptoms of conflict situations
- ▶ Getting to win-win
- ▶ Understanding team player styles
- ▶ Fostering and encouraging team creativity

Day Five: Increasing Personal Productivity

- ▶ Growing your personal power
- ▶ Achieving emotional excellence inner mastery
- ▶ Our time and your life
- ▶ Growing personal productivity

- ▶ Direction through personal Integrity
- ▶ Designing a strategic plan for your life and career

Module 2: Innovation & Productivity in the Workplace

Day Six: The Power of Self

- ▶ Building the positive self-image
- ▶ Establishing empowering beliefs
- ▶ NLP and the power of optimism to create the future you deserve
- ▶ The power of proactivity: the first competence on the road to excellence
- ▶ Psychological profiling: the science of personality and performance
- ▶ Professional competence: the added value you bring to the organisation

Day Seven: Creating Organisational Value

- ▶ Prioritization and time management: focusing on the critical objectives
- ▶ Taking control: essential tips for personal productivity
- ▶ Transformational objectives: From SMART performance to SMARTER performance
- ▶ Leading productive meetings work: managing appreciating and utilizing diversity
- ▶ Leading meetings with creative flair: thinking differently for new answers
- ▶ Project management overview and fundamentals: first steps

Day Eight: Adding Value through Relationship Awareness

- ▶ Micro political conflict in organisations: the transactional analysis perspective
- ▶ Personality traits, behaviours and conflict management
- ▶ Relationship Awareness Theory: managing my personal response to conflict
- ▶ Managing without confrontation: assertive communications
- ▶ Preparing for effective negotiating: influence and the characteristics of world class negotiators
- ▶ Generating Productive Outcomes: the Agreement Box model of 'win- win'

Day Nine: Harnessing Diversity and Creativity in the Team

- ▶ Valuing diversity: working with global, culturally diverse teams
- ▶ The value proposition afforded by High Performing Teams
- ▶ Avoiding dysfunctional performance
- ▶ Grounded theory: needs analysis evaluation of current performance
- ▶ Harnessing diversity for productive outcomes
- ▶ Aligning purpose, productivity and profitability

Day Ten: Leading with Initiative: Being Proactive

- ▶ Being proactive and capitalizing on opportunity
- ▶ Leading from where you are in the organisation: building credibility
- ▶ Emotional Intelligence and outcomes
- ▶ Leadership styles and organisational climate
- ▶ Building Trust: the 4 C model to engage and empower others
- ▶ Course review and commitment statement

▶ The Certificate

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

▶ INFO & IN-HOUSE SOLUTION

For more information about this course, call or email us at:

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Email: info@anderson.ae

Request for a Tailor-made training and educational experience for your organization now:

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