

Communication for Top Teams



A 2-day programme

Who for:

Teams of directors or senior managers wishing to optimise communication with each other, in order to maximise results and minimise “seepage” of time, input and resources.

In this programme you will learn and practise:

- Ways to define and determine together the communication areas you wish to prioritise, e.g. senior meetings, briefings, teleconferencing, e-mail, informal contact etc
- How to focus on key elements of effective communication and how to apply them practically in your selected priority areas
- Structuring communication (even at short notice) for clarity, conciseness and authority, to achieve your planned outcomes
- A variety of approaches for making a communication persuasive and motivational, so that others “buy in”
- Key skills for dealing with challenges and reservations, even with hostile responses and conflict
- Techniques for eliciting, co-ordinating and controlling input and discussion within a team of individuals

