

BM-DEP

DEVELOPING YOUR EXECUTIVE PRESENCE

DURATION	LEVEL	TECHNOLOGY	DELIVERY METHOD	TRAINING CREDITS
1 Day	Business Introduction	Management & Soft Skills	VILT & ILT	NA

INTRODUCTION

Some people immediately command attention and respect when they walk into a room. Do you have that kind of presence? If not, is it something that you would like to develop?

This workshop will help you do just that by building your credibility, improving your personal appearance, honing your networking skills, and enhancing your ability to communicate effectively. You will also receive an introduction to core leadership skills overview.

This one-day workshop will teach participants:

- Identify the elements of a strong executive presence
- Build trust and credibility with others
- Communicate effectively using verbal and non-verbal techniques
- Create a strong, positive first impression and maintain that impression as you build a relationship with others
- Develop key leadership skills, including techniques for coaching, motivating, and delivering feedback

AUDIENCE PROFILE

This course is intended for business professionals who hold an executive title, anyone who leads and is responsible for others.

PREREQUISITES

There are no prerequisites for this course as it is for any executive, manager, supervisor etc looking to gain the knowledge and understanding of developing an executive presence in their working environment. A good understanding of English would count in your favour.

COURSE OBJECTIVES

- Managing Your First Impression
- Interpersonal Communication Skills
- Speaking with Impact
- Maintaining Your Impression
- Three Leadership Skills to Start Mastering Right Now

COURSE CONTENT

Lesson 1: Course Overview

- Introduction & Icebreaker
- Learning Objectives

Lesson 2: Managing Your First Impression

- Defining a First Impression

Lesson 3: Interpersonal Communication Skills

- Build Trust & Credibility with Others

Lesson 4: Speaking with Impact

- Communicate effectively using verbal and non-verbal techniques

Lesson 5: Maintaining Your Impression

- Create a strong, positive first impression and maintain that impression as you build a relationship with others

Lesson 6: Three Leadership Skills to Start Mastering Right Now

- Develop Key Leadership Skills, including Techniques for Coaching, Motivating, and Delivering Feedback which are the Three Fundamental aspects of Leadership

Lesson 7: Pre- Assignment Review**ASSOCIATED CERTIFICATIONS & EXAM**

There is no exam associated with this course.