Influencing Skills

Who should attend?
Academics, professional services staff, managers, PIs, team leaders, generally grades 8, 9 and 10 who wish to enhance their skills of influencing others in the Organisation.

What will I learn?
By the end of this session you will:

- Have increased confidence in yourself to influence people at different levels in the organisation
- Be aware of their own influencing strengths and areas for development
- Be able to assess situations quickly and choose appropriate influencing styles for each situation
- Acknowledge how your own thinking either supports or blocks your ability to influence others and what you can do to manage this in yourself.
- Have enhanced your skills in giving and receiving non-judgemental feedback
- Have developed an influence strategy for a critical influence situation at work and implemented this on return to work

Further Information:
It is proposed to pilot the use of webinar for 2 one hour sessions between the two half-day sessions – full instructions will be given.

What are the dates for this workshop?

<table>
<thead>
<tr>
<th>Date</th>
<th>Session 1</th>
<th>Webinar session 1</th>
<th>Webinar session 2</th>
<th>Session 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 May 2010</td>
<td>14 May 2010</td>
<td>21 May 2010</td>
<td>27 May 2010</td>
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<tr>
<td>Time</td>
<td>9.00am – 1.00pm</td>
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<td>Venue</td>
<td>Cuillin Room, Charles Stewart House</td>
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