

COMMUNICATION AND TEAM MANAGEMENT

Synopsis

The aim of this training is to provide participants with an understanding of the theory and practice of excellence in communication and of the creation, development and leadership of high performing teams. Participants will understand how communication skills can be used to inspire and motivate, to inform and provide insight and to enable effective and sustained change through transition projects. Participants will also learn how to create and develop high performing teams, the dynamics of teams and the skills, capabilities and tools needed for effective working with and through others.

Training Objectives

The key objectives of this workshop are:

- To provide participants with an understanding of the purpose, value and nature of communications and team management for transition programmes;
- To enable participants to become familiar with the skills, capabilities and tools of effective communication;
- To introduce the core principles of team building and management and to develop key skills and competencies;
- To enable participants to identify the particular nature of transition programmes and the communication and team management approaches that are needed to address this nature.

Training Benefits

After completing the workshop, the participants should be able to:

- Plan, develop and implement communications strategies to support transition programmes;
- Develop and practice personal communications skills to inform and influence others;
- Use storytelling approaches to create compelling visions for change;
- Create and develop high performing teams;
- Use communications and team building skills to deliver sustained transition through working with others.

Style and Structure/ Teaching methods

This module uses presentations, hands on practical exercises and group discussions to enable delegates to appreciate and experience the value and practice of excellent communication and team building in transition programmes.

Course Program

Module 1 – Introduction

- The nature and purpose of working with and through others in transition programmes
- Key principles of effective communication
- The nature of high performing teams

Module 2 – Communications fundamentals

- Planning and implementing a communications strategy
- Personal communications skills
- A communications toolkit

Module 3 – Storytelling as a tool for transition

- The inspirational power of stories
- Metaphors, archetypes and the Hero's Journey – a storytellers toolkit
- Exercise – putting it into practice – telling your story

Module 4 – High performing teams

- The characteristics of high performing teams
- Working with people – essential team roles, understanding and using Belbin
- Self-organising and agile teams

Module 5 – Team Management in transition programmes

- Coaching transition teams
- Constructive conflict
- Understanding and managing team culture

Course Duration

1 day

Trainer's Bio



As a business coach, Mike Rawlins aims to help individuals and organisations improve operational performance through the creation of a coaching culture in teams and the development of a capability for deep self and situational awareness in leaders and managers. For project sponsors, managers and team members, Mike has produced a range of development material focusing on the practical application of leadership behaviours, tools and techniques as a means to delivering sustainable value through projects and programmes. Mike aims to help executives, managers, programme sponsors and project managers work with their teams, or with key individuals, to develop high performing leadership skills.