



Confidence in Leadership: Managing
and Building Communications



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Introduction

If you look at the most successful people within any business, you will see that they all have high self-confidence. The capacity to be strong, assertive, and confident is a critical skill needed by anybody who wishes to raise their profile and move to higher levels within the business.

It is a proven fact that your level of personal self-confidence will significantly impact your business success. This course is designed for all people who wish to boost their confidence and assertiveness to lead people more efficiently.

The higher you move up in the organization, the more critical it is to be seen as strong, confident, and assertive. This course is a crash course in building these vital skills so that you progress upward within the organization.

Targeted Groups

- Managers
- Supervisors
- Team leaders
- Human Resources staff
- Also, the course is suitable for all employees at all levels.

Course Objectives

At the end of this course, the participants will be able to:

- Speak to groups in a way that will inspire and motivate them.
- Put their message across assertively in business meetings.
- Get people to buy into their ideas.
- Win around doubters and people who disagree.
- Say NO when needed.
- Speak with passion and confidence.
- Spread confidence and credibility to those they work with.
- See a dramatic increase in their level of self-confidence.

Targeted Competencies

- Leadership as a strong leader.
- Building a greater level of self-confidence.
- Building a credible business image.
- Communication skills.
- Selling ideas.
- Body language skills.

Course Content

Unit 1: Creating a Confident and Credible Image

- What does it mean to be strong, confident, assertive?
- Where does self-confidence come from?
- The comfort zone and its impact on business success.
- Dismissing the fear of speaking in public.
- Self-perception and its effect on confidence.
- How can being confident help you raise your profile?
- Body language and its impact on credibility.
- Dress and grooming everything matters.

Unit 2: Confident Communication to Groups

- How to run efficient and effective meetings.
- How to prepare for and structure a business presentation.
- How do you get over the nerves of giving a business presentation?
- Effective questioning skills.
- Dealing with questions from senior leaders.
- How to sell yourself and your organization and your ideas.
- Building rapport in business presentations.

Unit 3: Confident Communicating to Get Results

- The power of using stories to get messages across.
- Using analogies effectively.
- Using evidence to win people over to your way of thinking.
- Increasing your energy and charisma.
- When to be strong and when to play weak.
- Inclusive/exclusive language and its effect on people.

Unit 4: Communicating Passion

- The importance of passion.
- Developing courage and confidence in conflict situations.
- Beating your comfort zone and taking more risks.
- How to speak strongly in meetings and presentations.
- Using our full range of communication.
- Powerful closes that move people to action.
- Become a magnetic personality.

Unit 5: Enhancing Your Profile Within the Business

- How to conduct yourself to senior people.
- How to sell change to people who don't want to change.
- How to sell unpopular policies to a team.
- How to make yourself memorable.
- Be a radiator, not a drain.
- The speaking challenge.



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Enhancing Management Communication Skills

In today's multifaceted business environment, communication skills courses for managers are imperative. Whether you seek management communication training, manager communication training, or communication training for managers, this course equips leaders with the necessary tools.

With our specialized modules, including the management confidence course and team building communication training, participants can expect a transformational journey towards leadership confidence training and enhanced professional confidence.

We understand the value of leading with confidence, and this module is tailored to integrate essential strategies from the best confidence-building courses, aiming to build self-confidence among participants and help them emerge as effective communicators.