MERCURY

Essential Skills for Working in Teams: Igniting Passion & Activating Potential



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Introduction

The truth about life is our interdependence. Everything we accomplish within an organization is through the efforts of people working together. Despite our technological advances, our competitive advantage lies in our ability to work effectively with other people.

The premise of this essential skill for effective team management and passion ignition program is that organizations are much healthier and more productive when their relationships are strong and people work together.

Team members enjoy their work in a highly interactive environment while learning principles and skills to communicate, resolve conflicts, solve problems, make decisions, and maintain a positive work environment.

Targeted Groups

- Managers, supervisors, and team leaders.
- Human resources staff.
- Employees in all departments.

Essential Leadership Skills for Project Managers

In this essential skills for effective team management and passion ignition course, participants will delve into the essential leadership skills project managers must cultivate to lead high-performing teams effectively. We will focus on how project managers can foster a collaborative environment, inspire their teams, and successfully guide them through complex projects.

This is a pivotal part of our essential skills management course, designed to empower managers with the techniques and strategies needed for effective leadership in a dynamic work ecosystem.

Managing Virtual Team Training

As part of the essential skills for career development, this essential skills for effective team management and passion ignition course will address the increasing need for managing virtual teams, which is critical in today's globalized business landscape.

Participants in the essential skills team management and passion ignition course will gain insight into the nuances of virtual teamwork and learn strategies for maintaining high team performance, regardless of distance. This segment is tailored to reflect an increasingly remote work environment, delivering critical skills for successfully orchestrating virtual teams.

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Teamwork Training Seminars

Attendees can engage in dynamic teamwork training seminars designed to ignite their passion for collaborative work and enhance their ability to contribute to a team's success.

These seminars are part of our passion course offerings and are constructed to provide hands-on experience, simulating real-world scenarios where teamwork is paramount.

Ignite Your Passion

This unique, essential skill for effective team management and passion ignition course segment is dedicated to helping individuals rekindle their intrinsic motivation and ignite their passion for their roles.

Through a series of reflective exercises and discussions, participants in the essential skills team management and passion ignition course will be able to reconnect with the elements of their work that inspire them, which is crucial for maintaining enthusiasm and dedication in their career paths.

Course Objectives

At the end of this essential skills for effective team management and passion ignition course, the participants will be able to:

- Study effective team operations.
- Analyze effective communication strategies.
- Understand how to give and receive effective feedback.
- Consider effective team dynamics and decision-making.
- Explore team problem-solving and conflict-resolution mechanisms.
- Examine time management and personal productivity.
- Increase effectiveness in dealing with conflict.

Targeted Competencies

- Communication skills.
- Time management.
- Decision making.
- Problem-solving.
- Greater levels of personal productivity.

Course Content

Unit 1: Fundamentals of High-Performance Teams

- Analyzing the basics of team operations.
- Obtaining the benefits of teams.
- Considering the four types of teams.
- Building team performance.
- Understanding the role of the team leader.

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Unit 2: Basic Communication

- The basics of face-to-face communication.
- Creating effective oral communication.
- Making successful presentations.
- Understanding the skill of active listening.
- Overcoming barriers to communications.

Unit 3: Giving and Receiving Feedback

- Learning to give effective feedback to others with scripts.
- Receiving critical feedback effectively.
- Understanding positive and negative attitudes.
- Dealing with difficult employees.
- Understanding why employees can be difficult.
- Utilizing the Thomas-Kilmann conflict mode instrument.
- Analyzing the various styles for influencing.
- Feedback at Johnson and Johnson.

Unit 4: Group Dynamics

- Building high-performance team dynamics.
- Avoiding ineffective team dynamics.
- Rating your team group process.
- Understanding different team player styles.
- Examining critical team member competencies.

Unit 5: Team Decision Making

- Examining a team decision-making model.
- Utilizing the Vroom-Yetton leadership model.
- Considering methods of group decision-making.
- Inspecting benefits and drawbacks of group decision methods.
- Overcoming barriers to effective decision making.

Unit 6: Team Problem Solving

- Defining creative problem-solving.
- Appreciating the difference between left and right brain thinking.
- Obtaining the benefits of brainstorming.
- Making use of de Bono's six thinking hats.
- Considering Von Oech's work on overcoming mental locks.
- Applying the four roles of the creative process.

Unit 7: Conflict Resolution

- Understanding constructive vs. destructive conflict.
- Obtaining the benefits of positive conflict.
- Digging down to the roots of conflict.
- Employing an effective conflict management model.
- Examining the 5 styles for dealing with conflict.

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Unit 8: Time Management

- Managing time daily.
- Understanding why people procrastinate.
- Setting personal goals in all key areas to guide the use of your time.
- Employing a practical goal-setting formula.
- Understanding the principles of achievement.
- Using the key to your power.
- Examining the impact of your belief system.
- Changing your limiting beliefs.