

Communicate With Confidence : Business Skills For Women

This fast paced and highly interactive programme will consider some of the constraints of and discuss ways to address them.

What Is The Course About?

Women in management and leadership bring a creative spark, intelligence, personality, professional ability and motivation to roles at all levels in the healthcare industry. And there are still constraints on career progression, both organisational and personal.

This course covers:

- how to develop managerial and leadership behaviour
 - how to recognise the management style that works best for you
 - gender communication and how to get heard in the workplace
 - your preferred communication style and the effect you can have on others
 - work life balance
 - assertiveness in the workplace
 - networking skills
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The Trainer

Rachel Harrison

Rachel specialises in helping organisations and people to make change and move forward. Based in London since 1997, Rachel has been consulting, training researching and writing on management and leadership, organisational development, cross cultural communications, working with change and conflict resolution. She has an international portfolio, working across Europe and the states. Rachel has a great deal of experience in working within the health care industry. She offers an excellent track record in training and consultancy within the pharmaceutical industry as well as writing, training and research for the NHS executive and research networks. Relevant publications include Management and Leadership in clinical research, published by the ICR in 2006.

Rachel draws on an extensive background in arts and media to create different, dynamic and creative learning programmes and uses her expertise in communications to work very successfully with a rich diversity of organisations in the public, private and voluntary sectors. Prior to 1997, she worked for the BBC as a senior education advisor, project managing large social action campaigns and creating award winning educational materials.

Before joining the BBC, she was a senior lecturer in performing arts and artistic director of an oxford-based theatre company. Rachel has a first degree in English and philosophy and a Masters Degree in Education. She also holds postgraduate diplomas in informal education and in drama-therapy.

Course Fee: £525 +vat

If you book on the course more than 9 weeks in advance, a 10% discount will be applied.

Location: The Regency Hotel, 100 Queens Gate, South Kensington, London, SW7 5AG

For more information about this or any of our other courses or services, please call us on +44 (0)118 975 4512 or visit our website www.rostrumtrainingsolutions.com

Programme

Communicate With Confidence : Business Skills For Women

Coffee & Registration

Women In Today's Workplace

- What we offer and what it offers us
- How to develop managerial behaviour
- Perceptions of women managers in the workplace
- The glass ceiling - does it really exist?

Management Skills That Work For You

- Styles of management
- How do you manage?

How To Get Heard And Taken Seriously

- How do you come across to others?
- Gender communication
- The assertive communicator
- Know your own communication style
- Managing your manager

Going As Far As You Want To Go.....

- Taking risks - what stops us?
- Succeeding in the workplace - know your own criteria
- The life/work balance : how satisfied are you?
- Effective networking skills
- The 12 point assertiveness charter

Review & Close