



LEADING EDGE CHANGE

Professional Programmes for Peak Performance

EFFECTIVE EMPLOYEES

A Leading Edge Change Development Programme

Your business success depends on the effectiveness of everyone working in the organisation. For the Board, and across the board, you can transform your organisation with this development programme.

It will increase job satisfaction, motivate your employees and teach them simple and effective techniques to prioritise and manage their workload. It also teaches them how to communicate and present effectively, build confidence, manage stress and workload and keep their focus on the important outcomes.

This focussed development programme allows us to work closely with your selected employees to deliver more skill enhancements faster.

KEY FEATURES

- ◆ **Secrets of effectiveness**
 - The importance of ownership
 - Self motivation
 - How to get into an empowered and productive state
 - How to be clear on desired outcomes, identifying and dealing with potential blockages
 - How to identify priorities and keep focus on them
 - Reframing of setbacks to keep you moving forwards
- ◆ **Building winning relationships**
 - The importance of ownership How to get into an empowered and productive state
 - Rapport building, empathy and harmonious relationships
 - Identification of key external and internal customers
 - Vital questioning techniques to enhance understanding of people's needs and wants.
- ◆ **Increasing personal effectiveness**
 - Understanding and managing stress, including relaxation, life-style changes and simple but effective habits
 - The power of mental imagery and self talk
 - The benefits of deep relaxation
 - Effective techniques to prioritise and manage workload
 - Creating self-confidence in any situation
 - Effective communication and presentations
- ◆ **Building winning relationships**
 - Winning trust through personal integrity
 - How to build win-win relationships

These focussed development programmes allow us to work closely with your selected employees to deliver more skill enhancements faster.

LEADING EDGE CHANGE is committed to helping business achieve its potential in an ethical and sustainable way.

We all know that business outcomes are a direct result of the activities of the people working on them. To make a real difference people need three things:

1. Motivation
2. To think in ways that allow new distinctions to emerge
3. To be able to build the relationships needed to get the desired results

Combining all the proven benefits of NLP techniques with our extensive business and training experience, our performance training programmes will promote development in all three areas. Furthermore, as learning works best when all senses are engaged, our training challenges participants to engage fully. All workshops and programmes involve practical, interactive experience to make them fun and accelerate easy learning.

Our workshops, development programmes and training courses are available at a timing, length and price to suit your needs. We will run courses and programmes individually or as a package as required.

Other services:

Our **Personal Executive Coaching** provides confidential one-on-one coaching for directors and senior management, helping them find their own special talents to make the changes that take business forward.

Our **Strategic Coaching** helps a board or management team define their overall business goals and desired outcomes, development the strategy, build and test the business case and business plan and implementation planning and delivery.

To book this workshop or to find out more about our training, consulting and executive coaching contact Patricia Scott at:

Leading Edge Change
Rivendell, 5 The Clays, Market Lavington, Devizes, Wiltshire, SN10 4AY

Telephone: 01380 816077
E mail: pat.scott@leadingedgechange.com

or visit our website at www.leadingedgechange.com

