



Manager Masterclass: Getting the team meeting going

½ day workshop on essential skills for managers

'My team meetings are boring, I don't know what to discuss and no-one says anything. Even I don't look forward to them!'

Team communications are a good idea but running the team meeting can be a real challenge. This power session is packed with simple techniques you can use to energise your meetings so your team feel involved and may even look forward to them! It covers:

- Items to cover – building the agenda
- Helping people to talk, shutting some up!
- Tools and techniques to keep them active
- Building the team - sharing duties and participation
- Keeping things on track and helping everyone achieve
- 'Stop, start, continue' - areas to take away to work on

At the end of this session you will have lots of ideas to help you run your meetings with renewed energy!

Maximum number of delegates: 8

Cost: 1 unit

To register please email our Training Co-ordinator on registrations@thelearningcollaboration.com