

Hit The Mark Communication Essentials Program

For
teams



 leahmether.com.au

LEAH METHER
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COMMUNICATION ESSENTIALS PROGRAM

Effective communication is essential for a high-performing and cohesive team. It underpins all relationships – be it with colleagues, leaders, clients, stakeholders, or the community – and is key to a thriving culture.

But communication is hard, personalities are different, and the ‘people bit’ is often the most challenging part of your job.

Learn how to communicate effectively through your words, writing, body language, and behaviour in the Communication Essentials Program with Leah Methers.

For individuals and teams who are determined to:

- ➔ Grow and improve their communication, self-management and teamwork.
- ➔ Approach their development with curiosity, not defensiveness.
- ➔ Do the work required to get out of their own way and step up for success.
- ➔ Put their learnings into practice because **effort equals outcomes.**

Outcomes participants can expect to achieve from the program include:

- ➔ Improved verbal and written communication skills.
- ➔ Increased self-awareness of, and personal responsibility for, their own communication style.
- ➔ Increased emotional intelligence and capacity to self-manage under pressure.
- ➔ The confidence to speak up, deliver feedback, defuse conflict and have difficult conversations.
- ➔ Greater ability to work as part of a team and relate to people who have different personalities, communication styles, beliefs, and opinions.



PROGRAM AT A GLANCE

Communication is complex. It is so much more than the words we speak. That's why the Hit the Mark Communications Essentials program covers all angles – verbal, non-verbal, and written communication; mindset; behaviour; emotional intelligence; and more!

Program features include:

- ➔ 2 x full-day group training workshops.
- ➔ 2 x half-day group training workshops.
- ➔ 1 x half-day facilitated team development or group accelerator.
- ➔ Leah's acclaimed book *Soft is the New Hard: How to Communicate Effectively Under Pressure* for all participants.
- ➔ Practical strategies that can be implemented immediately.
- ➔ A program workbook.

Content is targeted to your industry, with examples and scenarios that are real, relatable and relevant to your organisation.

Program participants:

- ➔ Up to 20 people.
- ➔ Ideal for teams and their leaders looking to strengthen relationships and communication effectiveness.
- ➔ The same participants to attend all sessions.

WORKSHOP OVERVIEWS

Included:

➔ **Effective Communication for Personal and Team Success**

Make the 'people part' of work life easier. Learn how to communicate in a way that connects, better manage yourself and your emotions, and build relationships of trust within a team.

➔ **Write it Right: Report and email writing for business**

Get your words working for you. Learn how to write clear, concise reports and emails that communicate effectively, influence action, inform decision making and highlight your competence.

➔ **Half-day facilitated team development or group accelerator**

Establish shared expectations for communication and behaviour within your team and/or embed learnings from the training sessions through reflection, discussion, and group Q&A.

Your choice:

Choose two half-day workshops from:

➔ **Don't Shoot the Messenger: How to have difficult conversations**

Communication is hard and conflict is part of life no matter how much we try to avoid it. Learn how to have difficult conversations and communicate under pressure.

➔ **Stop, Collaborate and Listen**

Working with others often results in the best and most innovative outcomes. But it's also hard, particularly when different motivations, drivers and priorities are at play. Learn how to collaborate effectively and develop a framework for group decision making.

➔ **Attention Please: How to deliver engaging presentations**

Want to be able to capture and hold your audience's attention when you speak? Learn how to make public speaking less daunting and your presentations more engaging.

➔ **Networking: How to build relationships of influence**

Learn how to network with confidence, build relationships of influence, and capitalise on the connections you have.

➔ **Feedback is Not a Dirty Word**

Drop the defensiveness and learn how to give and receive feedback with curiosity and positive intent.

➔ **Body Language: Communication without words**

The body never lies. Learn about the range of non-verbal behaviours that make up body language and how to match them to the message you want to convey.



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TESTIMONIALS

“Any company that wants to change its culture should put their people through Leah’s course.”

• **Anthony Faltum, Gippsland Water**

“Leah’s combination of theoretical frameworks, original content, real-life examples and dynamic presentation make her program a cut above. As a veteran of many communication training sessions, this one stands out above the rest.”

• **Ben Gebert, Jobs & Skills Centre, TAFE Gippsland**

“Leah’s ability to provide advice on developing your soft skills is second to none.”

• **Brendan Dawson, Principal, Glengarry Primary School**

“Amazing training! Completely opened my mind to how I can improve the way I interact and communicate with others.”

• **Kerry Campbell, RTL Mining and Earthworks**

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