



The Dynamics of Leadership: Balancing Interpersonal and Communication Skills



AGILE LEADERS
Training Center



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The Power Of Yes Versus The Power Of No: Being An Assertive and Agreeable Manager Overview:

Welcome to "The Power Of Yes Versus The Power Of No: Being An Assertive and Agreeable Manager," a unique journey into the realm of interpersonal skills for managers. This course is designed to equip managers with the necessary knowledge to strike a balance between assertiveness and agreeableness. Recognizing the importance of interpersonal skills in the workplace, we explore interpersonal skills types and their practical application in leadership. With a key emphasis on communication and interpersonal skills, participants will learn how to improve interpersonal skills to enhance their effectiveness in the business environment.

Target Audience:

- Team Leaders and Managers
- Project Managers
- HR Managers
- Operation Managers
- Department Heads

Targeted Organizational Departments:

- Human Resources
- Operations Management
- Project Management
- Leadership and Executive Teams

Targeted Industries:

- Information Technology
- Healthcare
- Manufacturing
- Finance and Banking
- Consulting Services

Course Offerings:

- Understanding the balance between assertiveness and agreeableness
- Improving communication and interpersonal skills
- Gaining insights into interpersonal relationship skills
- Developing technical and interpersonal skills
- Understanding the importance of interpersonal skills in leadership

Training Methodology:

The course methodology combines case studies, group work, interactive sessions, and feedback sessions, ensuring a holistic learning experience. We focus on interpersonal skills training, incorporating practical exercises that improve your interpersonal skills and communication. Throughout the course, we will showcase various interpersonal skills in leadership scenarios, offering insights on the application of these skills in real-life situations.

Course Toolbox:

- Interactive Case Studies
- Role-play Scripts for Assertiveness and Agreeableness
- Self-assessment Tools for Evaluating Interpersonal Skills
- E-books and Reading Materials on Leadership Interpersonal Skills
- Workbooks on Improving Interpersonal Skills

Course Agenda:

Day 1: Understanding Interpersonal Skills

- Topic 1: Introduction to Interpersonal Skills Types
- Topic 2: The Balance Between Assertiveness and Agreeableness
- Topic 3: The Importance of Effective Communication in Management
- Reflection & Review: Reflect on the Impact of Interpersonal Skills in the Workplace

Day 2: Assertiveness in Leadership

- Topic 1: The Role of Assertiveness in Leadership
- Topic 2: Techniques for Enhancing Assertiveness
- Topic 3: Balancing Assertiveness and Empathy in Leadership
- Reflection & Review: Reflect on the Use of Assertiveness in Leadership Scenarios

Day 3: Agreeableness in Leadership

- Topic 1: The Impact of Agreeableness in Team Dynamics
- Topic 2: Leveraging Agreeableness for Conflict Resolution
- Topic 3: Balancing Agreeableness and Decisiveness in Management
- Reflection & Review: Reflect on the Importance of Agreeableness in Collaborative Settings

Day 4: The Power of Saying Yes

- Topic 1: Identifying Opportunities for Saying Yes
- Topic 2: The Positive Impact of Yes on Team Morale and Innovation
- Topic 3: Navigating Risks Associated with Yes Decisions
- Reflection & Review: Reflect on Scenarios Where Saying Yes Can Lead to Positive Outcomes

Day 5: The Power of Saying No

- Topic 1: When to Say No: Identifying Situations that Warrant Assertiveness
- Topic 2: Constructive No: How to Communicate Rejections Respectfully and Effectively
- Topic 3: Navigating Risks Associated with No Decisions
- Reflection & Review: Reflect on Scenarios Where Saying No Can Lead to Better Management Decisions

How This Course is Different from Other Soft Skills Courses:

Unlike other courses, "The Power Of Yes Versus The Power Of No: Being An Assertive and Agreeable Manager" provides an in-depth analysis of interpersonal skills in leadership, highlighting the importance of both assertiveness and agreeableness. This course doesn't just focus on the theory, but emphasizes the practical application of interpersonal skills for managers in the workplace. Through interactive case studies, participants will understand how these skills play a pivotal role in interpersonal relationship management, decision-making, conflict resolution, and overall business success. By training interpersonal skills, we aim to enhance your interpersonal effectiveness skills to foster a more cohesive and productive work environment.

Training Course Categories



**Finance and
Accounting Training
Courses**



**Agile PM and Project
Management Training
Courses**



**Certified Courses By
International Bodies**



**Communication and
Public Relations
Training Courses**



**Data Analytics Training
and Data Science
Courses**



**Environment &
Sustainability Training
Courses**



**Governance, Risk and
Compliance Training
Courses**



**Human Resources
Training and
Development Courses**



**IT Security Training & IT
Training Courses**



**Leadership and
Management Training
Courses**



**Legal Training,
Procurement and
Contracting Courses**



**Maintenance Training
and Engineering
Training Courses**



Training Course Categories



Marketing, Customer Relations, and Sales Courses



Occupational Health, Safety and Security Training Courses



Oil & Gas Training and Other Technical Courses



Personal & Self-Development Training Courses



Quality and Operations Management Training Courses



Secretarial and Administration Training Courses



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Vienna - Austria



Zanzibar - Tanzania

WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



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