

Highly Interactive online Trainings



... on Management & Leadership



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1. 360° Impact

Leading with personal impact 360°

Personal impact is of ever-increasing importance. This training will help you improve personal impact in live and online meetings, talks and negotiations – Especially in the ones where success has so far eluded you.

The training leads to an 360° view of yourself as well as an 360° perspective on the situation at hand. It includes self-steering technics. It trains you to use your mind, your emotions and your body to maintain ongoing access to your authentic self – in balance with your tasks, roles and goals.

It focuses on success critical situations such as situations including conflicts, polarities, ambiguity or dilemmas.

Goal of this Live Online Training is to train you to lead with your personal 360° impact.

By attending this Live Online Training, you will...

- be able to use your personal 360° impact
- be able to communicate ambiguity
- handle dilemmas in a better way
- be able to communicate dilemmas in trustful way
- solve conflicts easier and more successfully
- be more successful in leading people through difficult situation

Design of the Live Online Training

Set-up 2 x 4-hour virtual session (e.g. via WebEx, Skype for

Business or Zoom)

PreWork Prior to the session you will be asked to complete a

questionnaire about your personal 360° impact goals



Course flow

You

- gain input on how to obtain 360° impact
- work on your 360° impact goals
- practice using your body, your breathing and your speech to optimally handle success-critical situations
- work with other participants in breakout rooms and get their feedback

PostWork

As PostWork you have the option to get together with a learning partner (virtually or physically) to reflect on your practical experiences while implementing and intensifying your learnings.

Registration Information

Group size max. 10 participants



2. Adaptive Leadership

Boosting your leadership effectiveness - Become an Adaptive Leader

In today's complex business world, with increasing workforce diversity and ever-changing task requirements, leaders can no longer rely on a 'one size fits all' approach to leadership to drive performance and reach results. Depending on the task at hand, employees require different levels of support and direction from their leaders to succeed. Being able to flexibly adjust one's leadership style to individual employee needs and the situation at hand has become one of the cornerstones of effective leadership. But how to become an impactful Adaptive Leader?

Goal of this Live Online Training is to provide you with an introduction to the highly practical Adaptive Leadership model and to equip you with actionable insights. These will help you in leading your employees with more impact – for enhanced performance, effective employee development as well as increased engagement and motivation.

By attending this Live Online Training, you will...

- learn how to diagnose the leadership needs of your team members and adjust your leadership style accordingly
- gain insights into the four adaptive leadership styles and receive actionable prompts to steer your behavior
- find out how to tailor and structure your conversations to enhance your communication effectiveness and impact
- be able to use Adaptive Leadership to respond to individual development needs and to fully tap into your team member's potential

Design of the Live Online Training

Set-up4-hour virtual session (e.g. via WebEx, Skype for Business or Zoom)



PreWork

As PreWork you prepare a short real-life case in which you select a team member as well as a goal or key task that you would like this person to accomplish

Course flow

You

- gain insights about the factors underlying the Adaptive Leadership model and how to apply these in real-life situations
- learn how to put each of the four leadership styles into practice
- have the opportunity to apply course learnings in the context of case studies
- explore how to transfer findings to your team
- practice how to have impactful Adaptive
 Leadership conversations and receive feedback
 from your peers as well as the trainer

PostWork

As PostWork you have the option to get together with a learning partner (virtually or physically) to reflect on your practical experiences while implementing and intensifying your learnings.

Registration Information

Group size max. 10 participants



3. Change Management

Thriving in the eye of the storm

There was a time when leaders could have change initiatives that had a start and an end.

In today's world, change is an on-going way of life. As a result, becoming well-versed in the art of managing change has emerged as one of leadership's most precious competencies.

Goal of this Live Online Training is to equip you with a number of insightful change management research-based patterns that help leaders in all levels of the organization better navigate during times of change.

After attending this Live Online Training, you will...

- identify different roles that emerge during any change
- differentiate between linear, triangle and square formations among the roles of change, and how to deal with each pattern
- understand the two distinct types of resistance to change and how to manage each
- understand different stages that people go through before they reach commitment to change and how not to lose their commitment along the way

Design of the Live Online Training

Set-up 4-hour virtual session (e.g. via WebEx, Skype for Business or

Zoom)

PreWork As PreWork you are required to read through a case study

and watch a video about Change Management



Course This session oscillates between explaining the research-

flow based pattern, asking participants to reflect on the

pattern, sharing thoughts and then discussing putting it

into practice.

PostWork As PostWork you will be encouraged to have further

readings about the topic. (An additional charge might

apply here.)

Registration Information

Group size max. 10 participants

Prerequisites Middle Management and above



4. Diversity as a competitive Advantage

Getting ready for a new talent force of growth and innovation

The conversation on gender is old. Today you find up to five generations within our companies – all with another need and priority. Let alone the multicultural facets we explore now by our global employee base driven by virtual work.

Explore how these teams can accelerate you into first class performance.

Goal of this Live Online Training is to equip you with a broad viewpoint of the key success factors of a multidimensional taskforce on diversity.

After attending this Live Online Training, you will...

- understand the importance of diverse teams
- see the full map of diversity
- be able to manage and embrace each individuals' gifts and talents
- **be excited** to run one of a kind diverse high performing team

Design of the Live Online Training

Set-up 4-hour virtual session (e.g. via WebEx, Skype for Business or

Zoom)

PreWork Come with one challenge or question



Course flow

You work on the questions ...

- Why do we need diverse teams?
- What do the different generations want (including digital nomads and millennial's)?
- How do we embrace differences?
- Going the next step of future teams?

PostWork

As PostWork we recommend getting together with a learning partner (virtually or physically) to reflect on your practical experiences while implementing and intensifying your learnings and follow a few movements mentioned in the training or provided additional. (An additional charge might apply here.)

Registration Information

Group size max. 10 participants



5. Health oriented Communication

Impacting your employees' health and well-being with a constructive communication culture

Science has proven that social support and a positive working climate play a central role in the performance and motivation of employees. More and more companies are focusing on the topic of well-being in the workplace in order to foster their employees' health and minimize downtime and stress. But what can be done to optimize the working climate? What measures will help to promote a healthy workplace environment? Together with an appreciative approach, constructive communication plays a decisive role for a healthy coexistence in the company.

Goal of this Live Online Training is to build awareness for the importance of a constructive communication culture and its positive influence on employee health.

In this Live Online Training, you will...

- get to know important measures for the development of a healthy and positive working climate
- gain insights into the different types of communication and their peculiarities
- learn how to build social support in the workplace
- get important tips for building a healthy communication culture for your company
- learn how to deal with different types of communication

Design of the Live Online Training

Set-up4-hour virtual session (e.g. via WebEx, Skype for Business or Zoom)



PreWork

As PreWork please answer the following questions:

- What does a positive working climate mean for you?
- How do you feel about this aspect in your company?
- What can your company, your manager and you as an employee contribute to creating a positive climate?
- What I your understanding of appreciative communication?
- How do you want others to communicate with you?
- Please prepare a positive as well as a negative example of appreciative communication.

Course flow

You

- train the fundamentals of appreciative communication
- grasp how to deal with different types of communication
- experience the positive impact of social support on the health of your employees
- reflect on your own stressors and get tips to deal with them
- develop measures for anchoring a healthy communication culture in your team or company

PostWork

As a PostWork, you work together with a selected learning partner (virtual or physical) to reflect on your practical experiences and to define your further development and action steps.

Registration Information

Group size max. 10 participants



6. Health oriented Motivation

Boosting employee performance and readiness by leveraging individual motives

Every person strives to act in a way that makes him feel good— also in his profession. That is why it is essential for managers to know the drivers and motivators of their employees to be able to better adapt to them and to increase their performance and readiness in the long term. There is also a link between one's own motivation and health: motivated employees have a stronger sense of well-being and less stress at the workplace. Scientific questionnaires such as the Reiss Motivation Profile are extremely helpful for the analysis of individual motive profiles.

Goal of this live online training is to equip you with the tools you need to identify the different motive profiles of your own employees to sustainably drive productivity and employee health.

In this Live Online Training you will...

- get a grasp on motive, motivation and volition and their connections
- gain insights into the relationship between employee motivation and employee health
- discover how to increase the performance of your employees with the right motivators
- get to know the Reiss Motivation Profile questionnaire

Design of the Live Online Training

Set-up4-hour virtual session (e.g. via WebEx, Skype for Business or Zoom)



PreWork

As PreWork, please answer the following questions:

- What motivates you in your professional environment? What excites you?
- How do you rate the motivation of your employees?
- As a manager what do you do to motivate your employees?

Course flow

You

- get to know the requirements for the right employee motivation
- create your own motive profile
- learn the determinants of the employee motivation
- identify motivators for your employees and develop steps to leverage these motivators on the job

PostWork

As PostWork, you work together with a selected learning partner (virtual or physical) to reflect on your practical experiences and to define your further development and action steps.

Registration Information

Group size max. 10 participants



7. How Culture affects Employee Motivation

Motivating your International Workforce

Demographics and globalization are just two factors that have created a more diverse labor market.

Culture plays an essential role here, as it has a significant impact on the motivation of employees. Taking a look at cultural specifics helps to promote and motivate employees effectively. The most important motivating factor, regardless of culture and company, worldwide, is indeed respectful interaction.

If integrating intercultural competence into the corporate strategy and at the management level, establishing a working culture in which the potential of all employees can unfold, will bring many opportunities.

The aim of this live online training is to become aware of the correlation between culture and motivation in order to establish an employee-friendly culture that essentially helps drive the organization forward.

After attending this Live Online Training, you will...

- better understand the connection between culture and employee motivation
- have influence on the factors that drive motivation at work
- know how to motivate employees from different cultures with specific approaches

Design of the Live Online Training

Set-up 4-hour virtual session (e.g. via WebEx, Skype for Business or

Zoom)

PreWork As PreWork you will receive a questionnaire to bring in

your questions and goals for the training.



Course flow

You will

- acquire basic knowledge about culture and interculturality
- gain insights into culturally appropriate employee motivation
- discuss and share the different cultural and inner influences and what effects they have on motivation
- apply strategies and methods to optimize culturebased employee motivation
- receive recommendations for culturally appropriate employee motivation

PostWork

As PostWork you will be asked to form virtual peer groups to exchange experiences in implementation and support one another.

Registration Information

Group size max. 10 participants

Prerequisites First-hand experience in working with people from

different cultures is an advantage but by no means

a mandatory prerequisite



8. Leadership – A Question of Communication and Personality

Developing emotional competency for successful leadership

"Leadership is about key performance indicators – facts & figures! Soft skills are being overrated!" ... This is a basic attitude that accounts for quite a few frictional losses you might want to avoid.

To be successful people in leadership positions need technical know-how as well as emotional competency and communicational skills – especially in an ever changing, uncertain, and ambiguous world. We look at people through the filter of our own personality. To be successful we need to know about our own personality and to be able to change perspective and deal with employees in a way that suits their perception and behavior.

Goal of this Live Online Training is to look at leadership from various perspectives in hierarchy and equip you with basic knowledge on human nature and psychological aspects of modern business world. You will check your tool boxes and emotional competencies, gain knowledge on personality types and needs and develop strategies for specific situations.

After attending this Live Online Training, you will...

- know more about your own personality and leadership style
- understand how needs and motivation are connected
- know how to use "systemic thinking" and understand more about the phenomena of human nature and behavior in social systems
- have checked your communicational tool-box and learned about agreements and consequences
- be able to use the tool of situational analysis as a method of problem solving in leadership situations



Design of the Live Online Training

Set-up 4-hour virtual session (e.g. via WebEx, Skype for Business or

Zoom)

PreWork As *PreWork* you prepare individual leadership cases. Bring

examples of situations - past or upcoming - in which

a) you did not get the intended results

b) you fear not to have the best strategy in view of the

people involved

Course flow

You

work on your own leadership style

gain input on systemic thinking

learn to address needs for motivation

develop strategies for leadership situations

PostWork As PostWork you will reflect individually on leadership

situations and have the option to get together with a learning partner (virtually or physically) to reflect on your practical experiences while implementing and intensifying

your learnings.

Registration Information

Group size max. 10 participants

Prerequisites You are in a leadership position



9. Leadership Change

Boosting your impact in new leadership/management positions

The first months in a new leadership/management position are a critical window of opportunity. New leaders have to get acquainted with tasks, targets and team members pretty fast in order to create an impact.

Mastering this window of opportunity is not a rocket science but a question of structure and preparation.

Goal of this Live Online Training is to equip you with essential tools and questions that will help you to stay focused before and during your leadership change.

After attending this Live Online Training, you will...

- know which steps to take to prepare and manage a leadership change
- have a set of questions to explore expectations and needs of your stakeholders
- be able to use basic analytical tools to understand the situation of your new organizational unit
- know some key aspects when it comes to create a new strategy/vision for the organizational unit

Design of the Live Online Training

Set-up 2 x 4 -hour virtual session (e.g. via WebEx, Skype for

Business or Zoom)

PreWork As *PreWork* you prepare a brief description of your new

leadership/management task



Course flow

You

- work on your individual leadership change
- gain input on essential questions and methods to analyze the status quo and a new strategy
- get a clearer picture on what you have done already and what has to be done yet

PostWork

As PostWork you have the option to get together with a learning partner (virtually or physically) to reflect on your practical experiences while implementing and intensifying your learnings.

Individual Coaching available on request. (An additional charge will apply here.)

Registration Information

Group size max. 10 participants

Prerequisites Participants should be before or within a

leadership change



10. Leading & Living with Purpose

Following the role model of the most successful companies of today

We are often faced with making difficult decisions in life and business. To find the right path isn't always easy. Purpose orientation as an inner north star is the answer to better choices and more success. Especially in our constant transforming and exponential world consumers and employees require action build on a meaning making for the triple bottom line – People, Planet, Profit.

Goal of this Live Online Training is to understand why purpose is the key-driver in running a successful business, department and last but not least life.

After attending this Live Online Training, you will...

- learn from the best who are running business on purpose
- understand the importance of driving your business with purpose
- be able to define your own purpose
- inspire meaning making for your team to align with strategy and goals

Design of the Live Online Training

Set-up 4-hour virtual session (e.g. via WebEx, Skype for Business or

Zoom)

PreWork not required

Course flow

You

- Learn about the best in the field and why they are so successful (best practices)
- Explore what this means for you and your own business
- Inquire a first journey towards understanding your own purpose



PostWork We will also provide you with further inspiration such as

videos, articles and book recommendations to dive deeper into this topic of purpose on a business and individual level. (An additional charge might apply here.)

Registration Information

Group size max. 10 participants



11. Leading in Times of Change

Providing orientation & guidance when it is time to start something new

Adapting to new circumstances can be challenging for us humans. It is not only that we have to learn something new but often we have to leave something behind. That can be a mayor emotional challenge which that takes time. Skilled Leadership can help to speed up that process and protect your people from getting stuck in turmoil.

Goal of this Live Online Training is to equip you with insights & tools on effective leadership in times of change.

After attending this Live Online Training, you will...

- have a deeper understanding of emotional dynamics in change situations
- be able to provide authentic guidance and orientation by using balanced communication
- know tools and methods to adopt your leadership to the needs of the people you want to lead through change

Design of the Live Online Training

Set-up 4-hour virtual session (e.g. via WebEx, Skype for Business or

Zoom)

PreWork As PreWork you reflect your own experiences with change

situations and collect information on upcoming changes



Course flow

You

- gain input on psychological aspects of change
- work on your own change challenge
- prepare a first draft of your change story
- will use balanced communication structures

PostWork

As PostWork you have the option to get together with a learning partner (virtually or physically) to reflect on your practical experiences while implementing and intensifying your learnings.

Individual Coaching is available on request. (An additional charge will apply here.)

Registration Information

Group size max. 10 participants

Prerequisites Recommended in advance of concrete

change processes



12. Leading the new Generations

Feel comfortable being yourself and help others do the same

More and more companies are losing employees because they have the feeling the company's culture doesn't allow them to be themselves at work. Every generation feels a need for consistency and authenticity. It is essential for the generations Y and Z.

This training provides new tools and ideas for leading employees of the generations Y and Z. It teaches you how to develop a culture that makes people feel they are welcome the way they are. This involves an understanding of the balance between roles and tasks on the one hand and the need to feel comfortable being oneself.

Goal of this Live Online Training is to help you find your own way to lead employees of the new generations.

After attending this Live Online Training, you will...

- possess new skills and tools for leading the new generation
- have an approach to finding your own way by using your individual personality
- possess new tools for changing your company's culture into a culture that is open for generations X, Y, Z
- be able to integrate people into your company's culture who were not being integrated before

Design of the Live Online Training

Set-up 2 x 4-hour virtual session (e.g. via WebEx, Skype for

Business or Zoom)

PreWork Prior to the session you are asked to complete a

questionnaire about your personal goals and questions



Course flow

You

- acquire skills and tools for leading the new generation
- work on your individual tasks
- gain input on impact factors such as status, selfesteem
- improve on your own status behavior
- practice using status diversity as an approach to diverse individuals
- gain input on how to communicate role-conflicts
- practice how to communicate polarities and balances between roles, tasks and authenticity
- learn skills and tools to integrate employees who were not being integrated before

PostWork

As a *PostWork* you can get together with a learning partner (virtually or physically) to reflect on your practical experiences while implementing and intensifying your learnings.

Registration Information

Group size max. 10 participants



13. Manage your Career

Doing the right things right

The target group for this HIT are individuals interested in understanding the dynamics of what makes great careers. With the CORE model you will get an instrument to self-analyze and to target your self-development for maximum impact.

Independent of industry, nationality and culture, success at work is the product of the four factors in the CORE model:

- Competence. Your technical ability to do what you are paid to to, your ability to learn new things and widen your field of expertise.
- Opportunity. How well you respond to things beyond your direct control. The precision with which you can outline what is within your circle of influence and what is outside.
- Relationships. How effectively you manage your interactions with other people. How to create promotors rather than detractors.
 Being kind as a fundamental principle for success and happiness.
- Enterprise. How self-aware you are concerning your motivation and ambition. How well you know what you want and what you are willing to do to get it.

Goal of this Live Online Training is to help participants understand the individual drivers of successful careers and how they interrelate as well as concrete tips on how to improve each driver.

After attending this Live Online Training, you will...

- have your individual C(O)RE profile
- understand where to should focus your development energy
- stop feeling overly frustrated with what you cannot control
- know what to do to improve your work relationships
- figure out if you are a goal or a system type of person
- fine-tune or develop your life mission or decide you don't need one



Design of the Live Online Training

Set-up 4-hour virtual session (e.g. via WebEx, Skype for Business or

Zoom)

PreWork

1. Analyze the steps of your career so far. What were the significant events leading to where you are today? What role did your actions play? What sacrifices have you had to make? What sacrifices did you decide not to make? To what extent have you accepted the consequences of your actions and inaction?

2. Brace yourself to decode irony

Course flow

The course is an interactive mix of trainer led activities and participants applying input to their individual cases

You will

- be challenged to look at yourself critically and ask yourself tough questions
- have a clear sense of your personal career drivers and how they work for you
- learn to apply the C(O)RE model to understand the people in your team better
- take away concrete steps for immediate implementation in your chosen area of development

PostWork

Optional Deep Dive coaching session with feedback. (An additional charge will apply here.)

Registration Information

Group size max. 10 participants



14. Manager as Coach

Steering powerful coaching conversations

Coaching is a highly effective, solution-focused approach that supports managers in encouraging engagement and enhancing the performance of their employees. But how exactly does coaching work and what are the key underlying principles and tools?

Goal of this Live Online Training is to provide you with coaching fundamentals and to equip you with a structure and toolkit for powerful coaching conversations. By applying these learnings, you will enable your employees to unlock their potential and enhance their performance.

By attending this Live Online Training, you will...

- experience the coaching approach to professional development and understand how it differs from consulting or mentoring
- become aware of the key ingredients of an impactful coaching conversation
- find out how coaching can inspire employee engagement and motivation
- gather a portfolio of powerful questions to navigate through coaching conversations
- be able to use the solution-focused GROW structure to enhance employee performance

Design of the Live Online Training

Set-up 4-hour virtual session (e.g. via WebEx, Skype for Business or

Zoom)

PreWork As PreWork you receive a questionnaire for your individual

reflection.



Course Throughout the course you will not only have the

flow opportunity to apply the course learnings in the context of

model cases but will also explore how to transfer your findings to your own cases. You practice coaching conversations and receive feedback from your peers as

well as the trainer.

PostWork As PostWork you have the option to get together with you

learning partner to reflect on your practical experiences

while implementing and intensifying your learnings.

Registration Information

Group size max. 10 participants



15. Strategic Stakeholder Management in Change

Engaging your stakeholders effectively in your coming change

Why do so many essential and meaningful change initiatives in organizations fail? Why does change consume so much energy and time resources? Why do people often find change processes so frustrating?

Change is not only about having a good idea, it's about people and strategic planning!

Goal of this Live Online Training is to enable you to get the right people on board, implement the right interaction strategies and communicate the right information. You gain answers to the central questions like: How do we engage with the right influencers? How do we involve and ensure the support of our top-level management?

By attending this Live Online Training, you will...

- identify and analyze relevant stakeholders with a risk-based matrix to better understand the source of potential resistance
- define a strategic approach to invest your influencing resources from the preparation to the implementation phase
- develop convincing argumentation chains for various stakeholder types and their needs
- apply 6 influencing techniques for driving actions by instincts

Design of the Live Online Training

Set-up4-hour virtual session (e.g. via WebEx, Skype for Business or Zoom)



PreWork In the *PreWork* you

 watch a video on YouTube about the science of persuasion

 prepare your introduction including a brief overview of your upcoming change initiative

 identify which stakeholders are either interested in or impacted by your initiative

Course flow

In this hands-on training you work on one of your real-life change initiatives. You gain a toolkit of models and practical tips to identify stakeholders and get them on board.

PostWork

As PostWork you get together with a learning partner to reflect on your practical experiences while implementing and intensifying your learnings.

Registration Information

Group size max. 10 participants



16. Talent Development

Strengthening your organization's most important resource effectively

In a world in which technology changes rapidly, the effective identification, development and retention of human talent is becoming more and more important to secure a lasting competitive advantage. In this HIT, organizational leaders learn about the direct and indirect opportunities they have to proactively contribute to employee development, retention and commitment with the aim to strengthen the overall performance and results of the organization.

The goal of this Live Online Training is to equip you with tips, tools and strategies on how to develop the talent within their organization even more effectively.

By attending this Live Online Training, you will...

- gain insights about the crucial elements of successful and effective talent development
- learn how to identify, develop, retain and deploy individuals who add the maximum value to your organization
- explore how to best motivate employees to propel performance
- get an overview of a broad variety of talent development options and how to deploy limited resources most effectively
- practice how to effectively run e.g. development, feedback and/or critical conversations and how to coach employees to peak performance



Design of the Live Online Training

Set-up The set-up of this multi-session online training is flexible and

can be – duration and content-wise – tailored to your

organization's needs.

We suggest three to six consecutive online sessions, each

4 hours.

All sessions are virtual (e.g. via WebEx, Skype for Business

or Zoom)

PreWork Depending on the content-focus agreed, you receive a

questionnaire for individual reflection as PreWork.

Course flow

Depending on the content-focus agreed, you

gain insights about critical concepts and effective tools

 have the opportunity to apply course learnings in the context of case studies

explore how to transfer your findings to your team

 practice how to have effective development, feedback or coaching conversations and receive feedback from your peers as well as the trainer

PostWork

As PostWork you will have the option to get together with a learning partner (virtually or physically) to reflect on your practical experiences while implementing and intensifying your learnings.

Registration Information

Group size max. 10 participants