

THE COMMUNICATION EXPERTS WITH HUMAN TOUCH

UAE - LEBANON - QATAR - GERMANY



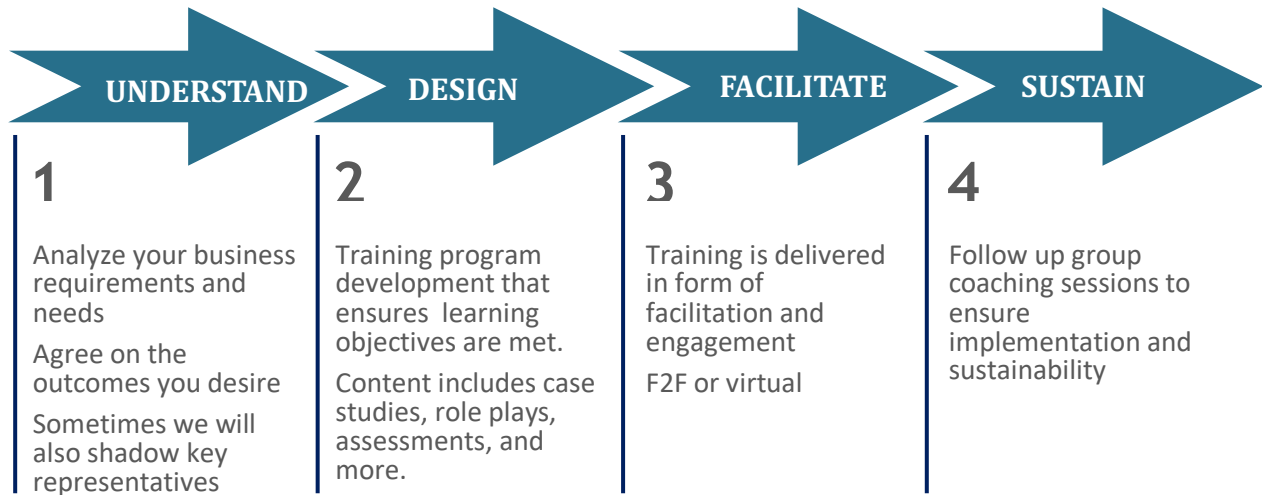
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Women in Leadership

The MYP process



1. Women in Leadership

“You educate a man; you educate a man.
You educate a woman; you educate a generation”
~Brigham Young

Contrary to the belief that this world is dominated and led by men, the world has witnessed many great women who left an impactful mark on society and business. Women provide the foundation of power, grace, wisdom, justice, creativity, and hope and are known to have great intuition, patience, emotional focus, compassion and networking abilities. Women play a detrimental role in the sub-conscious nurturing and feel-good effect of customers as well as employees, which often is the basis for the success of an organization.

This interactive program will encourage the delegates to discover and implement the innate strengths needed to create an environment in which productivity and efficiency is nurtured.

Objectives:

- Appreciation of skills that determine high performance at work:
 - Goal setting
 - Communication and interpersonal skills
 - Leadership and initiative at work
 - Creativity and critical thinking
 - Your attitude
- Self-Management tools to enhance high performance
- Awareness of external gender issues and biases that affect performance at work
- Understanding internal barriers that affect performance at work
- Focusing on career identity, breaking barriers to growth and catalysing change to improve work performance

2. Training details

Pre-Work

- Your Leadership Challenge

Module 1: Women as Leaders– 3 days

Day 1

- Importance of Interpersonal Skills
- Working Together (internally and with external suppliers)
- Technical Versus Emotional Competence
- Affect distrust has on employees who do not trust one another and on an organization that is distrusted by employees
- Building trust in work relationships
- What is Women Empowerment and Why is it Important?
- How centered leadership can help women become more self-confident and effective business leaders
- Leading through 'influence' and 'charisma' not 'status'
- Positive attitude, positive thinking and cooperation

Day 2

- Women and Emotional intelligence in the workplace
 - Self-Awareness
 - Managing my behaviors and emotions
 - Social and Cultural Awareness
- Using the DISC model to understand others
- EI Leadership Styles

Day 3

- Managing a team – Competencies & Attributes
- Cultural Intelligence
- Diversity and inclusion
- Discover gender differences and the concept of doing/being
- Overcoming cultural and structural barriers
- Dealing with barriers in the workplace
- Beliefs, convictions and assumptions that may be impeding you
- Giving and Receiving Feedback
- Positive and developmental feedback

Module 2: Communicating Leadership – 3 days

Day 1

- Effective Communication skills
 - Listening skills
- Leading performance and Development Conversations
- Role plays
- Motivation
- Rewards and Recognition

Day 2

- Effective Delegation
- Role plays
- Alignment, Autonomy and Trust

Day 3

- Coaching Skills
 - What is coaching?
 - The GROW model
 - Questions are the Answer
- Development of personalized action plans for Leadership Challenge
- Peer Coaching

Module 3: Leading in times of Change and Conflict – 3 days

Day 1

- The Growth mindset
- Managing Conflicts
- Styles
- The Win-Win outcome

Day 2

- Change activity
- Managing and Leading Change
- Understanding the effects of change on people
 - The Change curve
- Managing Resistance levels
- Why change fails
- Kotter's Eight steps model
- Change Styles

Day 3

- Your Leadership Culture
 - Creative Activity
- Continuous learning – KAIZEN
- Review of key learnings from the training program
- Accountability & Commitment
- Evaluation

Ongoing Support:

To help ensure that the attendees are implementing the learning into the workplace, we will be offering

- A refresher session for the entire batch after 6 weeks. This session will offer the participants opportunities to refresh the learnings and share challenges and successes
- 2 groups coaching sessions for each participant. These sessions will allow the participants to monitor their progress while also sharing challenges and success stories

3. Methodology

*"I hear and I forget
I see and I remember
I do and I understand"*
~Confucius

This is a highly experiential and interactive program. The session will include:

- PowerPoint Presentation
- Games and Group Activities
- Group discussions
- Tools/models
- Stories/videos
- Role plays
- Self discovery/reflection
- Personal action plan

4. Participants: Maximum: 15

5. Investment

Our daily rate is 5000 USD, based on a one-off, 1 day training only.

This day rate will reduce and is adjusted according to the number of training sessions/days/batches. The rate includes a thorough briefing, discovery interviews, customized design with unlimited changes.

6. Mind Your Power Portfolio

Mind Your Power is a holistic consultancy, focused on the wellbeing of employees to ensure effective communication and interaction in all walks of life and on all levels.

We base most of our very interactive and hands-on workshops on Neuro-Linguistic Programming, Emotional Intelligence, and Human Psychology and add a bespoke design to fit your needs.

Below are some of our delivered workshops:

- NLP for business
- Unconscious Bias
- Balancing work and Life
- Selling as Non-Sales professional
- Empowered Women in business
- Embracing a new Culture
- Leadership Excellence
- Communication Skills
- Solution Selling
- Emotional Intelligence
- Motivational Leadership
- Effective Team Work
- Team building
- Effective and emotionally intelligent teaching Skills
- Presentation Skills
- Stress Management
- Family Management
- Interpersonal Skills
- Cross-Cultural understanding
- Coaching Skills
- Complaint Management
- Customer Service with NLP
- Communication in times of trauma
- Empathic Customer Service
- Trust
- Relationship Management
- Effective teaching and leading
- Train the trainer
- Patient communication
- Negotiation skills
- Mindfulness
- Solution orientation
- Communicating with different personality types
- Emotional Intelligence for wellbeing
- Change and resilience
- Mindfulness
- Coaching Skills
- Developing a Growth Mindset
- Harmonious Family Communication
- Your inner critic
- Communicating positively
- Motivation for success
- Laughter Yoga
- Leading with Emotional Intelligence
- Diversity & Inclusion
- and of course many more Customized topics

Our clients include:

						ORTHOCARE LEBANON
						
						STRATA للخدمات A Mahana Company

7. Your Trainer



Mona Abdulrahim-Santl
Managing Director Mind Your Power LLC
Trainer, Facilitator, Coach, Therapist
Member of ATD, NGH, NFNLP, AUNLP
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With an extensive training and knowledge in communication skills and customer service, Emotional Intelligence and NLP, Mona has successfully conducted numerous trainings at a wide variety of large and small organizations around the world. She has a keen sense to identify the factors that hinder the positive development of groups and individuals alike, whether intra- or inter-personal, and does so with creative techniques, along with a contagious passion, compassion, diplomacy and motivation. All of these have led to significant positive changes to the groups and individuals she has trained and coached.

With a background in natural Psychology, Mona has always believed in the power of the mind and the ability of utilizing that power to unfold the full potential.

She holds certifications in Hypnotherapy as Instructor, NLP as Instructor, Train the Trainer, DISC, Workplace Big 5, ISI Influencing Styles, CSI Change Style Indicator, FIRO-b and FIRO Business, ACTEE, Kinesiology, EFT, Pranic Healing, Emotional Intelligence, Pain Management, Transactional Analysis and Hypno-Coaching, amongst others.

She is the founder of the international program “Hypno-Parenting” and has worked with International Schools, training parents, and also academic staff in the art of effective communication.

Coming from an Arabic-European background, having lived in several countries and continents, and being fluent in 4 languages, Mona epitomizes the flexibility and understanding needed to adapt her training style to cultural, unique and individual needs.

Mona appears regularly in TV interviews, and has inspired audiences speaking at industry events in Boston, Las Vegas, Zurich, Berlin and London, and corporate events in the UAE, Bahrain and Lebanon.

She has worked with below organizations, independently as well as in association with major consultancies:

We are excited to work with you!



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