

MAINTAINING ACUMEN IN SENIOR EXECUTIVE MEETINGS



HOW TO CONDUCT
SENIOR EXECUTIVE
MEETINGS IN A FAR MORE
CONSTRUCTIVE AND
COLLEGIATE MANNER

Improving and Fine Tuning Meeting Behaviours

When the Senior Executive team meets, you would expect every meeting to be seamless. You'd expect an orderly and cordial approach to the pressing matters to the organisation.

The reality can be quite different. Do any of the following behaviours interrupt your Senior Executive meetings?

- Personality clashes
- Senior Executive resentment and rivalry
- Hidden agendas and building of silos
- Stubbornness
- Bad manners
- Shouting or finger wagging
- Recurring issues rehashed and unresolved again

This Senior Executive course helps identify counterproductive behaviours that creep into Senior Executive Meetings. Using an appreciative inquiry your Senior Leadership Team endorses the behaviours that will help deliver the best outcomes from the meeting. This means that you now have a clear map and charter of how to conduct Senior Executive meetings in a far more constructive and collegiate manner.

This course is not designed as a rehash of what has been wrong. Quite the opposite, the course makes a line in the sand to ensure that your very next meeting will be a positive and rewarding experience.

KEY LEARNING OUTCOMES

At the conclusions of this course participants will be able to:

- Participate more constructively in senior meetings
- Develop greater levels of mutual trust and understanding
- Express opinions more professionally and constructively
- Manage own and others' emotions better
- Build greater levels of collegiate support
- Challenge colleagues appropriately and respectfully
- Identify and analyse group dynamics
- Resolve personal differences constructively
- Increase levels of self awareness
- Create more functional meetings



NUTS AND BOLTS

This program can be facilitated at your office.

Guidelines

- **Group Size:** An ideal group size is 6 – 10 participants.
- **Venue:** For your convenience, you can choose to conduct this program at your offices. Alternatively, we can provide a venue at a small additional cost.
- **Duration:** This program can be adapted to fit your timeframe. (We recommend a one day course).

- **Cost:** Upon request.
- **Target Audience:** Senior Leadership Team

Look at what you receive within 24 hours at no cost:

- a program outline
- a bio of a proposed facilitator
- program cost
- possible dates (if requested)

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