

Management Composure

DOES YOUR WORKPLACE COMPOSURE REMIND YOU OF A WELL DISCIPLINED SYMPHONY ORCHESTRA OR A VERY LOUD RAP SONG WITH LOTS OF NOISE?

SLOW AND STEADY COMPOSED MANAGEMENT STYLES OFTEN HELP YOU REACH YOUR OBJECTIVES MORE QUICKLY AND EFFECTIVELY THAN STOMPING FROM ONE CRISIS TO ANOTHER.

Plan of action

Workplace composure is probably the most misunderstood of critical management skills. Composure at work underpins the achievement of organisational success. As employees and cultures develop they crave for composure instead of never ending crisis management. It is often easier to identify if your workplace does not have composure, than if it does.

Take the test to see how composed your managers and leaders are.

If you score more than **15 points** you don't work in a composed workplace

- How many swear words would you hear on a typical day from your managers and leaders in your workplace? (1 point per swear word)
- How many negative comments would you hear from your managers and leaders?(3 points per comment)
- How many comments from your managers and leaders in a typical day would be similar to *"have to"*, *"need to"*, *"have no choice"*, *"our hands are tied"*, *"there is no alternative"* or *"must"*. (6 points per statement)
- How many times do your internal/external customers complain to you about your product/services? (9 points per complaint)



A bit of trivia Which career has the highest life expectancy?

A - Dentist B - Actuary C - Farmer D - Orchestra Conductors



D - Orchestra conductors/composers have the highest life expectancy of any career. If you think about it they are calm, methodical and composed throughout their lives. The other 3 groups have very high suicide rates.



Key Learning Outcomes

At the conclusion of this program participants will possess the skills to:

- Create a culture that attracts workplace composure
- Learn to highlight and promote composure at work
- Build seamlessness into every facet of your organisation
- Reward and recognise composure in the workplace
- Stay composed and focused under fire
- Spread composure across the organisation
- Communicate composure to stakeholders
- Redirect unnecessary anger
- Replace crisis management with a composed attitude
- Break big tasks into bite sized chunks
- Ignore short term symptomatic solutions
- Understand psychological informational chunking styles
- Recognise the power of the graceful duck and appearing calm
- Practice slow and steady methodologies to win the race
- Learn to relax and unwind
- Live for the moment

Would you like to attend this program?

- For maximum effectiveness, this program is best conducted as an in-house program.
- **Ideal group size** 4 - 12 participants.
- **Venue** For your convenience, you can choose to conduct this program at your business premises. Alternatively, we can provide a training venue at a small additional cost.
- **Duration** This program can be adapted to meet your requirements.
- **Cost** Price on request.
- **Target Audience** Supervisors, Team Leaders and Management.

If you would like more information on this training program, please contact:

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or visit our website today

www.preftrain.com