



# COLLABORATION IN THE WORKPLACE

"Alone we can do so little; together we can do so much." - Helen Keller

Collaboration in the workplace is a valuable skill for any team. This course will teach participants how to work together effectively and efficiently. Discover strategies for effective communication and conflict resolution, plus learn how to manage virtual teams. Learn how to break down barriers and increase collaboration, explore how to use different tools to facilitate conversations, and understand the importance of inclusivity. With a focus on developing strong relationships, this course provides the essential skills needed to build and maintain successful collaborative teams.

## Key Course Content:

- Identify different roles and needs within teams.
- Calibrate collaborative scales for your team.
- Align expectations.
- Plan and anticipate resistance from people who do not want to work with team members.
- Make sure that everyone in the team feels valued.
- Understand the challenges that face collaborative teams.
- Get teams to reach consensus and compromise.
- Prioritise on the wellbeing of the project.
- Keep a collaborative team focused and motivated.
- Synergise different personality types.



## Target Audience:

The course can be tailored for the specific cohort whether it be the leadership team, another group of managers/team leaders or employees.



## Duration:

This course is available as a 1-day course or a truncated half-day course.



## Delivery:

This course can be delivered both in-person or virtually. For virtual delivery, we can use our virtual platforms or your organisations.



## Group Size:

We recommend a group size of 4-10 people.