



MANAGING OFFICE POLITICS

"Office politics are inevitable, but you don't have to get sucked into the drama." - Anon

This course introduces strategies to successfully navigate and manage office politics in the workplace. Learn how to develop better relationships with colleagues, handle disagreements and strengthen influence within the organization. Create an environment that fosters cooperation, collaboration, and encourages respect between all employees. Discover ways to protect yourself against unfair criticism and learn how to leverage your political skills to advance your career. Learn the importance of upholding ethical principles and developing emotional intelligence. At the end of this course, you will be better equipped to handle any situation and come out on top.

Key Course Content:

- Revisit your organisational chart
- Describe why groups and/or cliques have formed
- Calibrate the strength of the team
- Deal with difficult people
- Identify the positive aspects of office politics
- Recognise the influencers in the organisation
- Identify the power in the organisation
- Build relationships with stakeholders
- View people as well intentioned
- Differentiate between politics and personality
- Tally the cost of a political misstep



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.