BLACKBIRD FOR TRAINING

Communication, Coordination & Leadership

Malaga (Spain)

6 - 10 October 2025

UK Traininig

PARTNER

www.blackbird-training.com

Communication, Coordination & Leadership

Code: PS28 From: 6 - 10 October 2025 City: Malaga (Spain) Fees: 4400 Pound

Introduction

Superior communication skills have long been associated with leadership. In this training course, we look at both of these ingredients of success and bring them together in a comprehensive and practical manner. From preparing and organizing your thoughts to analyzing the practical reality of what you want to accomplish, this course will cover it all. You will get the opportunity to discover your hidden talents and practice what you learn before going back to your workplace and influence people, events, and your own future. In addition, you will learn how a great leader enhances communication flow within his organization, wins the hearts and minds of his followers, builds consensus, and gets results even when faced with resistance or difficulty.

Course Objectives of Communication, Coordination, and Leadership

- Apply breakthrough leadership and communication techniques to drive business value and become a more powerful leader.
- Implement best practices for influencing peers, managers, subordinates, customers, and other stakeholders.
- Explain how to effectively handle challenges such as delivering unpopular news, increasing team motivation, and winning hearts and minds.
- Communicate confidently in any environment, from spontaneous elevator pitches to high-stakes speeches and proposals that earn commitment and cooperation.
- Deliver powerful messages that lead to rapid action and that control emotion when facing resistance and conflict.
- Optimize internal communication and sell their organization s vision, mission, and values to their team members.

Course Outlines of Communication, Coordination, and Leadership

Day 1

Organizing and delivering thoughts and messages

- Understanding your leadership role and its relation to communication.
- Organizing your ideas using mind mapping.
- Presenting vs. Public Speaking.
- Importance of communication to any leader.
- Essentials of public speaking.
- Communicating tasks and assignments effectively.

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- Communicating performance issues.

Day 2

Earning credibility as a leader

- Identifying the characteristics of a credible leader.
- Establishing your credibility firmly.
- Five main sources of power of any leader.
- Maximizing the leader's effectiveness with emotional intelligence.
- Understanding the ingredients of emotional intelligence.
- Creating a positive professional image within the organization.
- Changing communication style depending on team members and condition.
- Motivating through communication.
- Creating an environment of engagement.

Day 3

Winning the hearts and minds of people

- Knowing your employees.
- Managing your employees' expectations.
- "Selling" your ideas to an audience.
- Creating a persuasive message that evokes the right emotions.
- Reframing a message from negative to positive.
- Reframing a message from subjective to objective.
- Adjusting your message to accommodate the audience's needs, wants, and style.
- Communicating difficult news or unpopular messages.
- Leading and communicating during a crisis.

Day 4

Building consensus, commitment, and cooperation

- Principles of ethical leadership.
- Ethical dilemmas faced by leaders.
- Identifying techniques for building consensus.
- Describing how to secure commitment and cooperation to your change initiatives.
- Exploring the stages of effective change management.
- Creating healthy inter-departmental cooperation and communication.

Day 5

Leading organizational communication

- Controlling and managing rumors.
- Dealing with and managing office politics.
- The four types of grapevine chain.
- Leading cultural change.
- Transparency in an organization: how far should we go?

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- Choosing the right channel for communicating your message.
- Communicating and leading your organizational vision, mission, and values.

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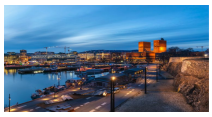
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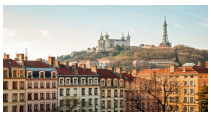
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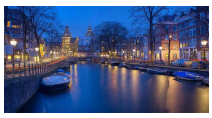
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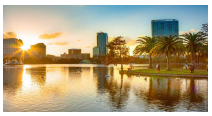
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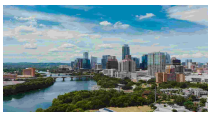
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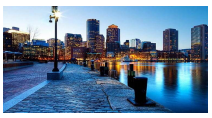
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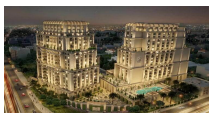
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