

Communication, Coordination & Leadership

Vienna (Austria)

29 September - 3 October 2025

UK Training

PARTNER



Communication, Coordination & Leadership

Code: PS28 From: 29 September - 3 October 2025 City: Vienna (Austria) Fees: 4400 Pound

Introduction

Effective communication is a cornerstone of exceptional leadership. In this comprehensive course, we combine effective leadership communication skills with practical strategies for coordination and leadership, offering you the opportunity to enhance both your communication and leadership abilities. Whether you're delivering a spontaneous "elevator pitch" or navigating high-stakes speeches, this course equips you with the necessary tools to communicate confidently and inspire others. You'll learn how great leaders build trust, manage resistance, and ensure the seamless flow of communication within their organizations. Through hands-on practice and expert guidance, you will refine your communication and leadership techniques, empowering you to influence people, manage change, and drive results.

Course Objectives

- Apply breakthrough leadership and communication techniques to drive business value and become a more effective leader.
- Implement best practices for influencing peers, managers, subordinates, customers, and other stakeholders through leadership communication skills.
- Effectively handle challenges, including delivering unpopular news, increasing team motivation, and securing commitment and cooperation.
- Communicate confidently across a range of environments, from impromptu conversations to impactful proposals and presentations.
- Deliver powerful messages that trigger rapid action while maintaining emotional control during resistance and conflict.
- Optimize internal communication to align teams with the organization's vision, mission, and values through coordination skills.

Course Outlines

Day 1: Organizing and Delivering Thoughts and Messages

- Understanding your leadership role and its connection to effective communication.
- Organizing ideas using mind mapping for clarity and focus.
- The difference between presenting and public speaking: Developing the skills to speak effectively.
- Why communication is essential for every leader and their role.
- Key essentials of public speaking and communicating tasks effectively.
- Addressing performance issues through transparent and constructive leadership communication skills.

Day 2: Earning Credibility as a Leader

- Identifying the characteristics that make a credible leader.

A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a gold pawn behind it. The text 'UK Training PARTNER' is overlaid on the right side of the board.

UK Training
PARTNER

- Establishing your credibility as a leader using leadership communication skills training.
- Exploring the five main sources of power for any leader and how to leverage them.
- Maximizing leadership effectiveness through emotional intelligence and understanding its impact on communication.
- Building a positive professional image and adapting your communication style based on team members and situations.
- Motivating through effective communication and creating an engaging work environment.

Day 3: Winning the Hearts and Minds of People

- Understanding your employees' expectations and needs for effective coordination and leadership.
- Techniques for "selling" your ideas to an audience and adjusting communication styles to resonate with your team.
- Creating persuasive messages that evoke the right emotions and frame messages from negative to positive.
- Managing difficult or unpopular news and leading through crisis situations with transparency and clarity.
- Understanding the definition of coordination and implementing it in leadership communication for better teamwork and results.

Day 4: Building Consensus, Commitment, and Cooperation

- Principles of ethical leadership and handling ethical dilemmas with strong communication and coordination.
- Techniques for building consensus and securing commitment to change initiatives.
- Exploring the stages of effective change management and fostering cooperation between departments.
- How to create inter-departmental cooperation and communication, ensuring the smooth flow of information and decision-making.

Day 5: Leading Organizational Communication

- Managing and controlling rumors within the organization to ensure clear communication.
- Handling office politics and using coordination leadership to keep things on track.
- The four types of grapevine communication and how to manage them for better organizational flow.
- Leading cultural change in an organization through transparent and inclusive leadership communication.
- Choosing the right channel for your message and communicating the organization's vision, mission, and values effectively.

Why Attend this Course: Wins & Losses!

Attending this course provides you with an in-depth understanding of leadership communication skills and coordination, both of which are critical to becoming an influential leader. Here's why you should attend:

- Learn effective communication strategies to influence your peers, subordinates, customers, and other stakeholders.
- Discover how to communicate confidently and assertively in any environment, from one-on-one meetings to high-stakes presentations.
- Gain a solid grasp of coordination principles and how to use them to achieve organizational success.
- Develop essential leadership communication skills that help you handle conflict, motivate teams, and navigate challenges.
- Refine your ability to lead during crises and manage change with strong communication and coordination.

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a pawn) in gold and silver. The text 'UK Training PARTNER' is overlaid on the board.

UK Training
PARTNER

- Apply inclusive leadership strategies that foster engagement, collaboration, and a positive organizational culture.

Conclusion

By the end of this course, you will be equipped with powerful leadership communication skills and coordination techniques that will help you inspire your team, drive organizational change, and achieve your goals. Whether you are looking to influence others, improve your communication style, or strengthen your leadership capabilities, this course will provide you with the tools and insights to succeed.

Join us and transform your ability to lead, communicate, and coordinate effectively in any professional setting.

Blackbird Training Cities

Europe



Malaga (Spain)



Sarajevo (Bosnia and Herzegovina)



Oporto (Portugal)



Glasgow (Scotland)



Edinburgh (UK)



Oslo (Norway)



Annecy (France)



Bordeaux (France)



Copenhagen (Denmark)



Birmingham (UK)



Lyon (France)



Moscow (Russia)



Stockholm (Sweden)



Podgorica (Montenegro)



Batumi (Georgia)



Salzburg (Austria)



London (UK)



Istanbul (Turkey)



Amsterdam



Düsseldorf (Germany)



Paris (France)



Athens (Greece)



Barcelona (Spain)



Munich (Germany)



Geneva (Switzerland)



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Zurich (Switzerland)



Manchester (UK)



Milan (Italy)



Blackbird Training Cities

USA & Canada



Los Angeles (USA)



Orlando, Florida (USA)



Online



Phoenix, Arizona (USA)



Houston, Texas (USA)



Boston, MA (USA)



Washington (USA)



Miami, Florida (USA)



New York City (USA)



Seattle, Washington (USA)



Washington DC (USA)



In House



Jersey, New Jersey (USA)



Toronto (Canada)

ASIA



Baku (Azerbaijan)
(Thailand)



Maldives (Maldives)



Doha (Qatar)



Manila (Philippines)



Bali (Indonesia)



Bangkok



Beijing (China)



Singapore (Singapore)



Sydney



Tokyo (Japan)



Jeddah (KSA)



Riyadh (KSA)



Melbourne (Australia)
(Kuwait)



Phuket (Thailand)



Shanghai (China)



Dubai (UAE)



Kuala Lumpur (Malaysia)



Kuwait City



Seoul (South Korea)



Pulau Ujong (Singapore)



Irbid (Jordan)



Jakarta (Indonesia)



Amman (Jordan)



Beirut

UK Training
PARTNER

Blackbird Training Cities

AFRICA



Kigali (Rwanda)



Cape Town (South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Morocco)



Nairobi (Kenya)



Zanzibar (Tanzania)



Tangier (Morocco)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)



Blackbird Training Clients



MANNAI Trading
Company WLL,
Qatar



Alumina Corporation
Guinea



Booking.com
Netherlands



Oxfam GB International
Organization,
Yemen



Capital Markets
Authority,
Kuwait



Waltersmith Petroman Oil Limited
Nigeria



Qatar National Bank
(QNB),
Qatar



Qatar Foundation,
Qatar



AFRICAN UNION ADVISORY
BOARD ON CORRUPTION,
Tanzania



KFAS
Kuwait



Reserve Bank of
Malawi,
Malawi



Central Bank of Nigeria
Nigeria



Ministry of Interior,
KSA



Mabruk Oil Company
Libya



Saudi Electricity
Company,
KSA



BADAN PENGELOLA
KEUANGAN Haji,
Indonesia



NATO
Italy



ENI CORPORATE
UNIVERSITY,
Italy



Gulf Bank
Kuwait



General Organization for
Social Insurance
KSA



Defence Space Administration
Nigeria



National Industries
Group (Holding),
Kuwait



Hamad Medical
Corporation,
Qatar



USAID
Pakistan



STC Solutions,
KSA



North Oil company,



EKO Electricity



Oman Broadband



UNITED NATIONS
UN.



Authority for

UK Training
PARTNER

Blackbird Training Categories

Management & Admin

Entertainment & Leisure
Professional Skills
Finance, Accounting, Budgeting
Media & Public Relations
Project Management
Human Resources
Audit & Quality Assurance
Marketing, Sales, Customer Service
Secretary & Admin
Supply Chain & Logistics
Management & Leadership
Agile and Elevation

Technical Courses

Artificial Intelligence (AI)
Hospital Management
Public Sector
Special Workshops
Oil & Gas Engineering
Telecom Engineering
IT & IT Engineering
Health & Safety
Law and Contract Management
Customs & Safety
Aviation
C-Suite Training



 International House 185 Tower Bridge
Road London SE1 2UF United Kingdom

 +44 7401 1773 35
+44 7480 775526

 Sales@blackbird-training.com

 www.blackbird-training.com

UK Training
PARTNER

