

## Level 2 Professional Spokesperson

*Accra (Ghana)*

*3 - 7 March 2025*

UK Training

# PARTNER



## Level 2 Professional Spokesperson

Code: PR28 From: 3 - 7 March 2025 City: Accra (Ghana) Fees: 3300 Pound

### Introduction

The Level 2 Professional Spokesperson course is tailored for individuals aspiring to master the skills needed to excel as a professional spokesperson. This advanced program covers essential techniques and best practices to ensure participants can effectively represent their organizations across various settings. Through this comprehensive training, participants will develop the expertise to deliver persuasive messages, handle media interactions, and elevate their overall communication skills as a spokesperson. Whether preparing for crisis communication, engaging audiences, or building trust, this course provides a structured path to becoming a good spokesperson who communicates with confidence and credibility.

### Course Objectives

- Provide participants with an understanding of advanced spokesperson techniques in modern communication.
- Enhance knowledge of effective communication strategies and tactics.
- Develop skills for delivering clear and engaging messages.
- Teach techniques for handling media interviews and managing media relations.
- Equip participants to handle crisis communication and manage reputational risks.
- Improve non-verbal communication skills, including body language and vocal delivery.
- Provide practical exercises and simulations to apply learned skills in real-world scenarios.
- Foster a deep understanding of ethical responsibilities as a professional spokesperson.

### Course Outlines

#### Day 1: Introduction to Professional Spokespersonship

- Understanding the role and meaning of a spokesperson in today's communication landscape.
- Key responsibilities and standards for professional spokespersons.
- Strategies for identifying target audiences and tailoring messages effectively.
- Building credibility and trust as a spokesperson.
- Ethical considerations and professional standards in spokespersonship.

#### Day 2: Effective Message Delivery

- Crafting clear, concise, and impactful messages.
- Techniques for capturing and maintaining audience attention.
- Applying persuasive communication strategies and storytelling.
- Using visual aids and technology for more engaging presentations.

#### Day 3: Media Relations and Interview Skills

The logo for UK Training Partner features the text 'UK Training' in a smaller font above the word 'PARTNER' in a large, bold, black font. The background of the logo is a chessboard with several chess pieces (a king, a pawn, and a knight) and a circular ripple effect behind the text.

- Overview of the media landscape and its significance for a spokesperson.
- Preparing for media interactions: research, message development, and rehearsals.
- Techniques for delivering key messages and staying composed during interviews.
- Handling difficult questions and navigating challenging interactions.
- Non-verbal communication and body language for professional media appearances.

#### Day 4: Crisis Communication and Reputation Management

- Recognizing potential crises and developing response strategies.
- Crafting crisis communication plans and protocols.
- Handling media inquiries during crises while safeguarding organizational reputation.
- Case studies and role-play exercises in crisis scenarios.

#### Day 5: Advanced Communication Skills and Practical Application

- Techniques for enhancing vocal delivery and effective speech.
- Skills for active listening and adaptive communication in various contexts.
- Role-playing exercises and simulations for practical application.
- Personalized feedback and coaching for improvement.
- Final assessments for certification and evaluation.

#### Conclusion

Completing the Level 2 Professional Spokesperson course enables participants to confidently handle media interactions, craft persuasive messaging, and uphold ethical standards as advertising and product spokespersons. By mastering these essential skills, participants become invaluable representatives for their organizations, ready to navigate media challenges and ensure that every message resonates with clarity and credibility.

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