ICML
INSTITUTE FOR COMMUNICATION MANAGEMENT AND LEADERSHIP



COMMUNICATION AND INTERPERSONAL SKILLS

# Speak Up, Be Heard and Feel Confident

Build the confidence to speak up and be heard in meetings and everyday work.

### WHO IT'S FOR

Professionals who want to speak up and be heard in meetings and at work.

### DURATION

1 day, or tailored to your needs

### FORMAT

On-site: we come to you, virtual or hybrid.

### PARTICIPANTS WILL DEVELOP THE SKILLS TO

- Understand what holds you back from speaking up
- Manage physical and mental nervousness
- Contribute ideas in meetings clearly and concisely
- Ask questions and hold confident conversations with senior people
- Project a professional, credible presence
- Speak to small groups with confidence

### ABOUT THIS PROGRAM

A capable team member sits through a meeting with a good idea and never says it. Someone else freezes when asked for an update, or rambles until the point is lost. A conversation with a senior leader feels too daunting to start. Our confidence training is about speaking up at work. Participants learn what holds them back, how to manage nerves and how to contribute clearly, ask good questions and project a credible presence. They practise in a supportive group, so speaking up feels natural back at work.

### Tailored to your organisation

We build in your values and the meetings and conversations your people actually take part in, so confidence in meetings training connects directly to their week.

> "Suzanne's delivery of what can be confronting topics was exceptional, made everyone feel comfortable and safe and we walked away with tools to improve our communication.
>
> Hinternoosa – Sirah

**Talk to us about this program**

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Enquire online