ICML
INSTITUTE FOR COMMUNICATION MANAGEMENT AND LEADERSHIP



PERSONAL EFFECTIVENESS

Decision Making

Make sound, timely decisions, even with incomplete information and competing priorities.

WHO IT'S FOR

Employees and managers who make or recommend decisions 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

- Frame the decision and clarify what you need to achieve
- Weigh alternatives against clear criteria
- Assess risk and uncertainty and decide with incomplete information
- Involve the right people without slowing the decision
- Recognise and avoid common decision traps
- Commit to a decision and follow it through

ABOUT THIS PROGRAM

Decisions get delayed, reversed or made on gut feel, and the cost shows up later in rework and lost trust. Our decision making training gives participants a clear process: frame the decision, weigh alternatives against criteria, consider risk and uncertainty, involve the right people and commit. They learn to avoid common decision traps and to follow through, and they practise on real decisions from their own roles. Groups also agree the criteria they will use next time, so decisions become faster and easier to explain.

Tailored to your organisation

We build in the types of decisions your people make, your governance and delegations, and the language your people use, so the program fits how decisions are made in your organisation.

> "Loved Mechelle's presentation and facilitating style – this course was excellent!"
>
> Hub Australia – Ryan

Talk to us about this program

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Enquire online