



# Elandsheim RETREAT

## **Developmental Workshops**

*Includes work manuals  
and certificate*

**DESIGNED FOR SCHOOL  
LEADERS**

# CREATING WINNING TEAMS

## WORKSHOP OUTLINE & OBJECTIVES

- ❖ Understanding the difference between leadership and management
- ❖ Applying effective leadership techniques to your team
- ❖ Assessing yourself and your default leadership style
- ❖ Identifying situations that need leadership and the most effective response to them
- ❖ Determining exactly what available resources your organization has for you to lead
- ❖ Understanding the importance a course of action and team goal setting
- ❖ The importance of knowing the personal strengths of your team
- ❖ Understanding and using synergy for team success
- ❖ Evaluating the impact of your leadership on your team

# LEADERSHIP STARTS WITH ME

## WORKSHOP OUTLINE & OBJECTIVES

- ❖ Assessing the characteristics of successful leaders and their impact on self leadership
- ❖ Understanding the relationship between emotional intelligence and self leadership
- ❖ Identifying and understanding your locus of control
- ❖ Applying the concept of the self thought motivational cycle to our understanding of self and the motivation of others
- ❖ Determining exactly what motivates you in your work environment
- ❖ Understanding the importance a course of action and goal setting
- ❖ The importance of self belief in leadership
- ❖ Developing the necessary resources in order to effectively accomplish tasks in the workplace

# OK, WE'RE NOT THE SAME

## WORKSHOP OUTLINE & OBJECTIVES

- ❖ Determining exactly what diversity means and its impact on our work environment
- ❖ Identifying the benefits of creating a diverse work environment
- ❖ Understanding the importance of how stereotyping can influence behavior and attitudes
- ❖ Facilitating discussion around good and bad ethics and their impact on our business
- ❖ Ensuring that we fully understand our differences and the reasons for doing the things we do
- ❖ The importance of communication and particularly intercultural communication
- ❖ Finding ways to use our differences to create organizational synergy

# THE AZANIA PROJECT

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## WORKSHOP OUTLINE & OBJECTIVES

- ❖ Changing the conflict mind-set
- ❖ Personal identification of conflict buttons?
- ❖ Learning how not to get your buttons pushed
- ❖ Effective techniques for conflict avoidance
- ❖ Creating a win-win situation
- ❖ Beginning with the end in mind
- ❖ Practical interactive conflict skills practices
- ❖ Using Assertiveness effectively in conflict situations
- ❖ Effectively using a seven step technique to manage all conflict situations



# THE POWERFUL PRESENTER

## WORKSHOP OUTLINE & OBJECTIVES

- ❖ Understanding what a presentation is, what types of presentations there are and where you can do presentations
- ❖ Planning a presentation and defining its purpose
- ❖ Evaluating your audience
- ❖ The importance of words and body language in presentations and how to use humor effectively
- ❖ Understanding the role of visual aids and how to use them
- ❖ Overcoming nervousness and understanding voice skills
- ❖ Applying the presenting skills learnt in 2 separate live presentations with feedback

# THE TIP OF THE ICEBERG

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## WORKSHOP OUTLINE & OBJECTIVES

- ❖ Exploring and defining Emotional Intelligence (EQ).
- ❖ Establishing the Basics of EQ
- ❖ Comparing and Contrasting the difference between EQ and IQ (Intelligence Quotient).
- ❖ Understanding EQ and Its effect on leadership.
- ❖ Determining your EQ Position and how it affects you currently.
- ❖ Finding techniques to improve your EQ, in order to make you more relatable.
- ❖ The importance of applying new found techniques for furthering your EQ effectiveness.
- ❖ Incorporating EQ in your organization for the benefit of both clients and colleagues.

# WHAT'S BEHIND THE LABEL?

## WORKSHOP OUTLINE & OBJECTIVES

- ❖ The definition of HIV and AIDS
- ❖ The origin of HIV
- ❖ HIV statistics
- ❖ The transmission of HIV
- ❖ The major ways of transmission
- ❖ Sexually transmitted illnesses
- ❖ Tuberculosis
- ❖ The course of the disease
- ❖ HIV and the immune system
- ❖ The stages of HIV
- ❖ HIV-testing
- ❖ HIV and your rights
- ❖ HIV/AIDS and discrimination
- ❖ Promoting a safe workplace
- ❖ The impact of HIV on the individual
- ❖ The impact of HIV on the workplace
- ❖ Prevention through behaviour change Choices about sex
- ❖ Safer sex rules



# PLATINUM ONE DAY WORKSHOPS

Workshop Category	Workshop Name
Assertiveness	Did You Hear Me?
Business Communication	Do you know what's going on?
Change Management	Why did this happen?
Coaching and Mentoring	The Cup Winning Coach
Communication	It's Not What You Say!
Conflict Management	The Azania Project
Customer Service	The Dating Game
Diversity	OK, we're not the same!
HIV	What's Behind the Label?
Interview Skills	You're Hired
Leadership Development	Leadership Starts with Me
Minute Taking	An Accurate Account
Negotiation Skills	You Want – I Want
Presentation Skills	The Powerful Presenter
Problem Solving	It's Broke, Lets Fix It
Report Writing	Write Right
Stress Management	Just Chill
Successful Selling	Selling Ice to Eskimos
Team Leadership	Creating Winning Teams
Telephone Etiquette	Dialling In
Time Management	The Ticking Time Bomb

# Contact Details

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If you would like to know more or want to book your next school tour please contact us on.

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