

DEVELOPING EFFECTIVE TEAMS



RADIATING KNOWLEDGE

Organized by:



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Ben DOBBS

ILM Level 7 Diploma



Ben is Head of Practice of Behavioral Skills at Leoron PDI and a leadership and communications trainer and executive coach originally from York in the UK; with a vast international exposure and experience.

During his career so far, he has worked with around 70 different nationalities in the Middle East and Gulf region, and in Europe with course participants from major high market capital companies (such as Lebara, Siemens, Mobily, Société Générale, Nestle, GE, Statoil, BP, Premier Farnell, GDF Suez, Schneider Electric, Commercial Bank of Kuwait and Dolphin Energy), universities, business schools, hospitals and the military services of several countries (including the UAE Army and the Royal Air Force of Oman).

Academically, Ben is educated to MA level. He is a member of the professional associations Dublin Chamber of Commerce, the ILM (Institute of Leadership and Management) and IATEFL (International Association of Teachers of English as a Foreign Language). Ben has also completed his training as an executive coach with the ILM (level 7 diploma).

Ben is also a frequent conference presenter, talking recently in the Czech Republic, Poland, Malta, the UAE, Ireland and the UK on issues of business, communication, coaching and training. Ben has previously worked with the University of Birmingham (UK), being responsible for development of case study materials, and Saint Petersburg State University (Russian Federation) where he ran a programme of training and coaching for academic writers.

Ben has also written a number of published articles on matters of communication, teams, leadership and training.

Moreover, Ben specializes in intensive training courses and is particularly interested in communications (interpersonal and intercultural), business functions (including presenting, negotiating and working virtually), coaching and leadership and teams in diverse environments, real and virtual teams, and working in often ambiguous global contexts. He has recently delivered leadership, team, interpersonal and intercultural skills training in Saudi Arabia, the UAE, Oman, Russia, China and Switzerland.

Professionally, Ben enjoys creating and devising engaging and practical intensive courses to meet the differing needs of participants and seeing his trainees and find their own unique paths to success through training and coaching.

LEORON'S CLIENTS





COURSE OVERVIEW

It is amazing how much you can accomplish when it doesn't matter who gets the credit in the workplace. In this course, teamwork benefits and how to form an effective and efficient team are the core points. Dealing with others in your team is a skill that everyone in the organization should excel as it ends up with higher productivity and better work environment.

“Coming together is a beginning. Keeping together is progress. Working together is success!”

~ Henry Ford

ABOUT LEORON

Built upon the strong experience in the manufacturing sector, which the founders developed in Sweden during the 90's global expansion, LEORON evolved into a comprehensive training institute, offering training and development solutions in all strategic corporate functions, including corporate finance, HR, SCM, operations, and engineering. With strategic distribution of our offices in leading locations, such as Dubai, Riyadh, Jonkoping, Skopje, Accra, and Almaty, our team of experts delivers approximately 500 courses annually, and roughly 10000 professionals are equipped with appropriate education and the latest insights in a wide assortment of industries across the EMEA region. LEORON's mission is to help our worldwide clients boost their competitiveness by improving the competency levels of their employees, through top quality training and development solutions delivered by unrivaled global experts and facilitated by the best training managers in the industry. Whether our clients are facing difficulties reorganizing their brand, equipping their workforce with an extra set of skills or aiming to assess competencies within an existing structure, our development planning is a great solution.

Yours truly,
Arben Jusufi, General Manager
LEORON Professional Development Institute



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VENUE/DETAILS:

Kuwait City



Email: training@kfas.org.kw

Direct: 22278100 ext. 1883/1853/1881

Venue: Kuwait

Program Dates: September 27-29, 2020



LEARNING OUTCOMES

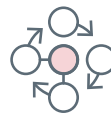
By the end of this course, in terms of fostering teamwork, trainees should be aware of the following points:

- Definition of teamwork and the differences between teams and groups.
- Types of teams.
- How to establish team norms.
- Basics to work as a team.
- Five stages of building a team.
- Understand team's roles and responsibilities.
- Identify effective communication within the team.
- Identify effective team behavior.
- Learn how to enhance teamwork and relationships with other team members.



WHO SHOULD ATTEND

Employees from all levels either from the bottom level to ensure they know the skills needed to work as teams and characteristics highlighted in this course or the mid-level to convey the message to others through leading by example and being a role model.

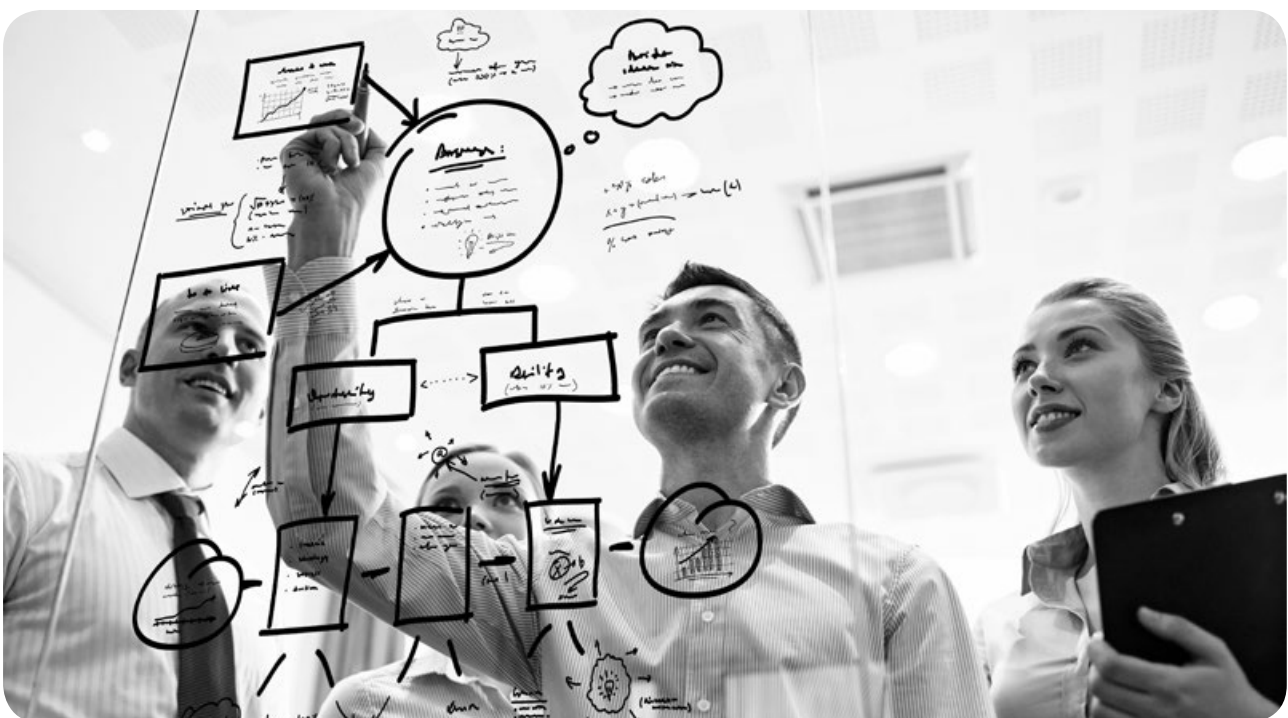


TRAINING METHODOLOGY

This 4-module workshop over 3 days takes an intensely practical and interactive approach. At every stage, we use activities, games and examples to bring the material to life. The importance of teamwork and how to have a proper communication within the team members will form the core of this workshop through group and individual work in addition to different contests among groups to come up with a winning group towards the course end.

COURSE DETAILS

 Delivery type	Group live
 Prerequisites	None
 Level	Advanced Training
 You'll receive	21 NASBA CPE credits



DAY 1

MODULE ONE: Definition of teams and how to develop teams

- Difference between a “Team” and a “Group”
- Types of Teams
 - Problem solving
 - Self-managed
 - Cross functional
 - Virtual
- Characteristics of a Team
- Stages of Team Formation.
 - Forming, Storming, Norming, Performing, and Adjourning

MODULE TWO: Roles and Responsibilities of Team and Team Members

- Roles and responsibilities of the team members
- Roles and responsibilities of the team
 - Creating & Managing Diversity
 - Turning Individuals into Team Players
 - Quality Management
 - Performance Enhancement
 - Innovation
 - Motivation
- Belbin’s Team Roles



Practical work: working individually and in groups to define teams and differentiate between teams and groups in additions to find out roles and responsibilities of team and team members.

DAY 2

MODULE THREE: Effective communication in a Team and Team Behavior

- What makes Teams Troublesome?
 - Individual behaviors
 - Group behaviors
- Behaviors to observe
- Common Problems in Team
- Effective Communication – Always remember!
- Effective Team Behavior

DAY 3

MODULE FOUR: How to enhance team behavior

- Enhancing teamwork techniques
 - Retreat
 - Exercises / Games
 - Professional third party.
- Team building exercise
- Growing Popularity of Teams in Organizations
- Cases where teams are not preferred.



Practical work: working in groups to exercise how to work in teams and come up with differences between working in teams and working individually in addition to the Top 5 characteristics that must present in any successful teams.

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For Your Company: Why Choose the **IN-HOUSE** option?

SEE WHY TEAMS OF ALL SIZES ENJOY OUR TRAINING SOLUTIONS.

The Next One Can Be Yours.

Our in-house programs are meant for clients who choose to train their people, in their location of choice, at their preferred schedule. We'll fly our trainers and our materials to your premises, securing you a custom-made, cost-efficient learning experience.



LOWER INVESTMENT



TIME-EFFECTIVE



FLEXIBILITY



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+971 4 447 5711 | in-house@leoron.com

DUBAI
UNITED ARAB EMIRATES
LEORON Professional Development Institute
+971 4 447 5711
Indigo Icon Tower JLT, Office 1208
P.O. Box 390601 | Dubai, UAE

ABU DHABI
UNITED ARAB EMIRATES
LEORON Management Training
+971 2 552 1155
Abu Dhabi Island, Al Salam Street, Salam HQ Building,
Office 503 | P.O. Box 105098 | Abu Dhabi, UAE

RIYADH
KINGDOM OF SAUDI ARABIA
Saudi Experts Co. for Training and Development
+966 11 464 4865
King Fahad Road, Moon Tower, 23rd Floor
P.O. Box 68531 | 11537 Riyadh, KSA

SKOPJE
MACEDONIA
LEORON Group
+389 2 320 0000
Str. 20, No 82, Cucer-Sandevo
1000 Skopje, MKD

JONKOPING
SWEDEN
LEORON Professional Development Institute AB
+46 36 291 6110
Gjuterigatan 9
553 18 Jönköping, SWE

ALMATY
KAZAKHSTAN
LEORON Training and Development LLP
+7 708 971 6685
Timiryazeva, 28 B, office 612
050040 Almaty, KAZ

info@leoron.com | leoron.com

+971 800 536766 | TOLL FREE |