



Communication & Team Building Workshop

[Length: 4-6 hours depending on size of group and level of discussion]

The objective is to provide team members (e.g. co-op board members, managers, and staff) with communication, teamwork, and leadership tools that enable them to: (1) work more effectively with each other and with stakeholders (i.e. lenders, professional advisors, vendors); and (2) that improve their communication skill effectiveness.

Workshop participants are asked to complete an Online Communication Assessment questionnaire prior to the workshop. Each participant receives a workshop manual including copies of my presentation; workshop exercises; supporting information; and a written analysis of their individual communication style. In addition, I ask that each team member read my book – **The D'Artagnan Way** prior to the workshop (it is 93 pages and about a 90 minute read).

In addition to the above, the Team Leader (e.g. manager, department head, Board Chair) receives a separate manual including a copy of the communication style analysis prepared for each team member and a description of his/her characteristics as the team leader for 12 behavioral factors plus suggestions for leading his/her team related to these 12 behavioral factors. The Team Leader also receives suggestions on how to communicate most effectively with individual team members in terms of their individual communication styles.

This workshop is highly interactive. My approach is to actively dialogue and engage participants in discussion. This includes discussion on proactive listening and effective leadership and decision-making principles and practices. And, it coincides with the Seven Principles to Inspire Leadership espoused in my book, **The D'Artagnan Way**, which is a tale of Purpose, Passion, and Team Commitment.

Workshop Benefits:

- Individual, team, and leadership decision making styles are identified
- Team members enhance their ability to receive, send, and process information
- Participants strengthen their understanding of how to build trust and buy-in for team cohesiveness and effectiveness when working with others
- Enables Team members to strengthen interpersonal communication, increase individual and group productivity, work together more harmoniously, and become more proactive in recommending solutions to problems

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