



INTERPERSONAL SKILLS

IN3 Influencing Skills and Personal Effectiveness

This course is designed to equip professionals with practical tools and strategies to enhance their influence within the workplace. It demystifies the concept of influence, focusing on developing skills to improve personal effectiveness, foster collaboration, and achieve organisational goals. By enhancing self-awareness, communication techniques, and building trust, this course enables delegates to influence teams, colleagues, and stakeholders more effectively. Through interactive learning, participants will gain real-world insights into leveraging influence to navigate complex workplace challenges and improve relationships, ultimately increasing their professional impact.

Course Information

Duration: 5 days

London (£4950): 2nd June 2025, 21st July 2025, 15th September 2025, 3rd November 2025

Companies nominating 3 or more delegates to attend the same programme will enjoy a special discount on the course fees.

Upon completion of one of our CPD certified courses, delegates will be awarded both an LMC certificate and a CPD certificate. No examination required.

Who is the course suitable for?

This course is ideal for Managers, Team Leaders, and Executives responsible for leading teams and projects. It is also suited for professionals who seek to refine their influencing skills to drive organisational change, improve collaboration, and enhance their personal impact. Whether you are looking to strengthen your leadership abilities or improve your strategic communication within a team environment, this course will

provide you with essential skills for advancing in your managerial or supervisory career.

Course profile

Understanding and Demystifying Influence

- Defining influence and its practical applications
- Differentiating between influence and manipulation
- Identifying and developing influencing styles
- Cultivating essential skills for effective influence
- Embracing integrity in influence

Building Your Network to Influence

- Understanding the power of networking
- Analysing formal and informal networks
- Differentiating between positional and personal power
- Perceptions of power and influence
- Building trust to enhance professional relationships

Interpersonal Skills of Influence

- Using active listening as an influencing tool
- Establishing rapport and building connections
- Leveraging Merrill Reid social styles for communication
- Channelling body language to enhance influence
- Providing feedback using the Johari Window model

Planning and Preparing for Influence

- Developing plans for influencing in various contexts
- Preparing for persuasive interactions using Robert Cialdini's methods
- Building credibility and managing personal impact
- Creating influential presentations
- Tailoring influence strategies to different personality types

Practical Applications of Influence

- Applying influence in team-based problem-solving
- Managing conflict through influence
- Developing upward influencing strategies
- Handling difficult situations through effective influence
- Enhancing team collaboration through influence

Competencies

At the end of the course, delegates will be able to:

- Demonstrate effective influence in diverse workplace situations.
- Build and maintain networks that enhance professional influence.
- Apply interpersonal techniques to improve communication and feedback.
- Recognise and develop strategies to influence individuals and teams.
- Build trust and manage power dynamics within professional relationships.
- Prepare and deliver influential presentations tailored to various audiences.
- Manage conflicts and influence challenging situations in the workplace.
- Leverage influence to foster collaboration and team effectiveness.

Course Booking

Call us: +44 (0) 207 724 6007

Email us: training@lmcuk.com

www.lmcuk.com

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