Building Collaborative Relationships

This program provides participants with all the fundamentals of working with people. It encompasses all aspects of understanding others and offers tools that will help create a healthy and positive work environment.

Program Content:

Introduction
- Why is a Collaborative Work Environment Important?
- Objectives

Building Relationships
- What Do I Need From Work Relationships?
- Workshop – What's Important in Work Relationships?

People and Personalities
- Understanding Different Personalities
- How Does This Affect How We Work?

Working Collaboratively with Each Style
- Personality Style Characteristics
- Modifying Your Style – How This Helps You Work Harmoniously with Others
- Recognizing Others' Styles
- Listening Skills

Working with Diversity
- Types of Diversity

Communication
- Verbal Communication
- Voice and Tone
- Body Language
- Personal Space
- Levels of Listening

Working Harmoniously with Everyone
- Resolving Conflict

Strategies for Working Collaboratively
- Encouraging Others
- A Strategy on Motivation
- Positive Thinking
- Guiding Principles