

## 2 day custom program **Excellent meetings**

**Lead Yourself**

**Shine  
Leadership**

### **Get your personal “cheat sheet” – tips and principles for your individual style of leading meetings and workshops.**



**Jitka Jilemická**  
*lecturer*

More information at:  
[ShineLeadership.cz](http://ShineLeadership.cz)

**Contact person**  
Mgr. Šárka Pojerová  
Managing Director  
sarka.pojerova@ShineLeadership.cz  
+ 420 603 711 594

#### **Why choose this program?**

Learn the key principles and facilitating skills of day-to day meetings and workshops – and make these meetings motivating and effective for everyone.

During this 2-day training you will learn how to calmly respond in crisis situations during meetings – and learn how to prevent them.

#### **Who is it for?**

To all those who want to try the role of a facilitator, learn the skills and techniques to help them solve problems at workshops, team and other types of meetings – and share this experience with other team members..

#### **Topics**

- The program offers a unique concept: in the context of the program, you will be able to work on your “issues” and interests and at the same time share experience and inspiration with other participants.
- The whole time, the program is guided with a facilitating approach, helping the participants to get in touch with the introduced topics and putting them into practice.
- Output from the program – useful and inspirational ideas and information that can be easily used in practice.

#### **Methods and techniques**

Intensive training of facilitating skills, video-training, solutions for particular situations, group work, coaching in pairs, feedback.