

## **Influencing Without Authority: Achieving Results Regardless of Your Positional Power Virtual Workshop**

Why do today's successful professionals NEED influencing without authority skills? The answer is quite straightforward; they don't report to you so you can't force them and you don't want to beg them but you do need to get things done. This is an increasingly common challenge in most organizations across the globe. The truth is that even when you do have the "power", you are often better off using influence first. The truly effective individual contributors, managers and executives use influence skills to achieve results, regardless of their positional power within the organization or team structure.

This workshop is highly interactive and will provide you with key skills for getting things done whether or not you are in charge. You will improve your ability to manage "up", get agreement from peers and motivate reports that will enable you to work more effectively in project and cross-functional teams, collaborations and matrixed organizations.

This session involves small group discussions, practical case studies, short role playing exercises and opportunities to gain perspective from best practice sharing. Participants will be given the theory background and an overview of power and influence as well as practical skills that can be implemented in their work place. Attendees will practice identifying types of influence, recognizing the motivations of others, and developing a strategy for influencing others.

### **Who Should Attend?**

- Project leaders, individual contributors, collaboration participants and others who want to learn strategies to improve their ability to get things done
- Leaders and managers who want to gain new strategies for getting those below them to act without having to "command" them
- Technical experts who require the skills of influencing to achieve "buy-in" from non-technical colleagues or customers

### **Key Results and Benefits to Participants:**

- Improve your ability to get others to do what you need them to do
- Get more ideas accepted and successfully implemented
- "Manage" your boss and influence company leadership more effectively
- Improve long-term working relationships with colleagues

### **Key Benefits for the Organization:**

- Greater effectiveness of individual contributors, managers and leaders
- Less conflict and higher morale
- Better organizational decision-making due to more and improved input
- More positive relationships within and between departments as well as in cross-functional teams



Your Total Training Resource

## Registration Information

**Time:** This is a 3.5-hour workshop delivered in 1 session.

**Pricing:** The per person fee for 1-2 participants is \$255.00; for 3 or more the fee is \$225.00 per person.

### Other Information:

- The session will be delivered on the Zoom platform so all participants will work from their own workspace and use their own computer. Zoom has video capability but, if the participant's computer is not equipped with a camera, audio will also work.
- To register we will need the name of each participant and their email address.
- **Five (5) days before the date of the session we will send each participant an electronic copy of the course materials. Additionally, we will provide a link of a Meeting ID that when clicked on will allow the participant to enter the training room. Please have participants check their spam/junk folders starting 5 days before the session as often the invitation may end up in that folder- info will come from [smalan@c-kg.com](mailto:smalan@c-kg.com).** For those signing up less than 5 days prior, it will be no problem as we will immediately provide this information.
- Participants should enter the Zoom training room at least 15 minutes (8:45 AM) before the start time.
- The session will be limited to 25 participants to allow for, and ensure, maximum interaction, participation and engagement.

**To register** or for additional information either email, phone or complete the [online registration form](#).

**Email/Phone:** Ken Keller ([kkeller@c-kg.com](mailto:kkeller@c-kg.com) 847-331-9497) or Darryl Harris ([darryl.ckg@gmail.com](mailto:darryl.ckg@gmail.com) 630-730-4393) or Sue Malan ([smalan@c-kg.com](mailto:smalan@c-kg.com) 630-495-0505)

**Register online:** [Complete form by clicking here](#). If you register online, a confirmation email will be sent to you with next steps and payment details. Please note we accept checks as a form of payment.

**[To see a complete list of our current workshops click here.](#)**

Customized onsite workshops are also available in person and virtually and are instructor led. Please contact us with any questions.