

## DETAILS

A variety of professional development programs to take you from where you are, to where you would like to be.

Professional and personal development, take part individually or with your business team, variety of topics, choice of program to suit you.

Expert facilitation, access to online resources

Contact Acuity for more information

## - ACUITY PD -PROFESSIONAL DEVELOPMENT

Facilitated by experienced Acuity business coaches, you will

- gain professional development across a range of possible areas
- gain a better understanding of yourself and your behaviour
- develop mindful self-awareness
- learn how to manage your energy more effectively
- enhance your leadership skills
- improve communication techniques
- learn how to think more strategically

An important part of sustained business success comes from continually developing key staff.

We believe that being technically proficient is not enough. To be successful you need to develop skills beyond technical capabilities to get the most out of yourself, your people and your business.

Contact an Acuity coach to discuss your professional development.

# **Programs**



# LEADERSHIP DEVELOPMENT

When you perform well, you are often promoted into a leadership role, with responsibility for a team and its performance. What you don't often get is any training to go with it. You have no experience, yesterday you were a team member yourself, and now everyone is looking to you for leadership.

On the Mindful Leadership Program, you will learn the difference between management and leadership, your personality and leadership style and how to lead through principles and values.

# PERFORMANCE MANAGEMENT

Of all the leadership topics, performance management is the one most leaders want to learn. Typical questions include: How do I get the most out of the people I am leading? How do I have the difficult conversations with an employee who is going to get upset? How do I reset expectations when things change? How do I get what I want done?

Learn how to deal with performance issues, and your own emotions in relation to them, and how to have the difficult conversations. Avoid the pitfalls of inexperienced leaders, and start to enjoy your leadership more.

### **RAPPORT**

### Are we on the same page?

Do you have a connection with your customers? What about your team? The ability to communicate clearly is invaluable at all business levels. An effective communication strategy allows two-way interaction ensuring all parties are on the same page.

Imagine sitting down to a meeting, a sales call, or delivering a presentation, and never having to wonder how it was going to go. With RAPPORT, you will have the process and structure to conduct effective meetings, get positive outcomes, and clear up problems. In fact, next to your technical skill, this is the most important tool you can possess.

## **MINDFULNESS**

### Here and now

In business, stress and pressure act on our mind, and our ability to think, rationalise and cope. Our emotions can get the better of us, and rash decisions and actions can follow.

Developing mindful self-awareness, and present moment thinking can help reconnect you with the here and now, with clear thinking, appropriate emotional responses, enhanced well-being, and better decision making.

All our coaches and facilitators are trained in mindfulness, and they bring it to each interaction with clients and program participants.

## **BUSINESS DEVELOPMENT**

### The power of relationships

Learn how to develop business to business relationships that deliver pre-sold referrals. Understand the reasons why other businesses will use your products and services, and why they never will. Learn how to influence, how to listen, and how to cultivate relationships that will last the distance.

# SALES FOR PROFESSIONAL SERVICES

At Acuity, we understand that professional and

I've got my degree, but no-one taught me anything about selling...

technical services people can be highly competent at their core skill, but often have difficulty communicating that effectively to prospective clients, and getting them to commit.

We know that most professional and technical services people don't like thinking of themselves as selling anything. Professionals like this wish that the client just somehow knew 'how good we are'.

To accomplish this, we have developed a process called RAPPORT, which is designed to allow you to make sales without being a salesperson. You don't need to learn any fancy closing techniques, or be an outgoing personality to use RAPPORT – you just need to learn and apply the process to be successful. And anyone can learn a process.