

# In-house training

## **Goals and benefits**

A company depends on the skills, emotions and motivation of its employees for its existence. Dealing constructively with tensions in the team, communicating appropriately and developing self-management skills are key success factors in the working world of today. Employees and entire teams are increasingly required to take the initiative and organise themselves flexibly as part of a meaningful whole.

By investing in our practical and tailor-made training courses, you show your employees appreciation and demonstrate commitment. We offer a wide range of current and future-oriented content in the area of personal development and social skills. Participants consolidate their self-knowledge, strengthen their sense of effectiveness and experiment with new methods enabling them to effectively cope with the challenges of the VUCA world.

#### **Methods and contents**

- Brief theoretical inputs and plenary discussions
- Individual reflection and in-depth exploration using diagnostic personality procedures
- The option of exploring individual topics more deeply through coaching
- Practice-oriented, intensive exercises in small groups, some with video support and regular feedback loops
- Peer coaching for the transfer and integration into daily working life
- Targeted individual preparation and follow-up of the contents
- Development of a concrete action plan containing the next steps

## Selected in-house training courses at a glance

Self-competence	Social competence	Lunch & Learn (2 hours)
Self-management – dealing with your own resources effectively	Effective communication in everyday working life	<ul> <li>Development of digital skills</li> <li>Understanding team dynamics from a distance and using them</li> <li>Resilience in practice</li> </ul>
Handling stressful situations and burnout	Conducting discussions professionally and	
revention purposefully	, , ,	
Time management and work technique – working according to plan	Negotiating competently	Virtual meetings – efficient and meaningful
• Personal assessment – fit for the future in	<ul> <li>Intervision and peer coaching as organisational learning tools</li> </ul>	Self-management in challenging times
<ul><li>mid-life</li><li>Career counselling – searching for your</li></ul>		
calling	or Team Management System)	

## **Customised and flexible**

We work with you to determine the current issues and future requirements for your employees and, based on this, elaborate the central focal points and appropriate methods. We define the appropriate formats, elaborate a definitive programme and send the participants the relevant information and preparation tasks.

## Face-to-face or remote

We conduct our workshops both at the premises of your choice, entirely remotely or in hybrid formats.

The combination of online sections and on-site implementation facilitates a very flexible design to meet your needs.

## Languages

German, English, Italian