



WIG

The Whitehall & Industry Group
connecting the sectors



WIG Development Seminar

The Secrets of Group Dynamics – How to Influence and Manage People in Groups

Date	This seminar runs regularly please check the website for details
Venue	Central London
Facilitators	David Willis

Are you a member of a group? Do you lead one or more teams? Today in business we tend to work mainly in groups. We join other people at meetings, gather with our teams, speak at presentations, facilitate informal or formal discussions.

Most seminars address the issue of how to influence another individual. This seminar is different. It is NOT about influencing in a one-to-one situation. It is about all the unsaid dynamics that go on when groups of people gather.

The aim of this day is to give you a simple set of tools to help you manage and influence groups or meetings, whether you are part of that team or the person in charge.

This seminar is a must if you are interested in raising your awareness of what really goes on when more than two people are communicating. From a practical point of view it's about claiming the power in a group, closing down the over-talkative in a more elegant way, and encouraging your wallflowers.

Content

The session will explore what *really* goes on in groups and at meetings. It will focus on:

- How to lead and influence a group effectively
- How to notice the leaders in a group
- How to structure messages creatively so that they are remembered
- Tools to help manage and challenge 'tricky' individuals
- How to remain calm and look like the person-in-charge

Objectives

By the end of the seminar delegates will:

- Have three indicators to read the state of any group
- Have five techniques to manage and influence a group
- Know how to deal with challenge so that it doesn't become personal
- Feel more in control and aware of what goes on in groups
- Be able to draw out the wallflowers and silence the over talkative

Facilitator Profile

David Willis is a partner with Cmt. He is a professional voice coach and body language expert. He works mainly with private organisations helping them develop effective communication, influencing and relationship skills.

David has coached actors at both the Royal Shakespeare Company and the Globe Theatre and has taught at many of London's leading drama schools including The Guildhall School of Music and Drama and The Central School of Speech and Drama. He has worked in Europe, South East Asia and The United States where he was 'Professor of Voice' at Southern Methodist University. David is an NLP Master Practitioner and NLP Coach. His work focuses on identifying and honing individual potential so that delegates can make the most of their resources.

What others have said about this seminar

"Great balance of models, theory and practice. Energetic was easy to see skills shown. An excellent course. It left me wanting to know more- which is always a good sign!"

Jim Barron, Chief Executive - Parliamentary Counsel Office

"One of the most practical and valuable courses I have ever done"

Victoria Raffé, Head Prudential Insurance Policy - Financial Services Authority

"The most highly illuminating and memorable training I've had for years"

Yasmin Khan, Clore Fellow - The Clore Leadership Programme

Target audience

Anyone who wants to understand group dynamics and who wishes to improve their impact and influence in group settings.

Venue and timing	The seminar will be in Central London and will run from 09:00 to 16:30
Member Fee	£450 + VAT per delegate. Alumni rate: £338 + VAT. Non- member fee: £560 + VAT. Voluntary sector rate: £338 + VAT. The rates include refreshments and lunch.
How do I apply?	If you would like to apply please complete our online application form at www.wig.co.uk
When can I expect to hear?	We will contact you immediately to confirm whether you have a place. Joining instructions will be sent out by email within two weeks of the seminar date. You will also be sent an invoice by post.
How are applications evaluated?	We aim to achieve a good mix of organisations and sectors to enrich the learning experience, offer a range of perspectives and maximise networking. Whilst we will give priority to those who apply early, we cannot operate on a strictly first-come, first-served basis.
Cancellation policy	No refund is payable if you cancel within 21 days of the seminar, although we will accept a replacement delegate if you are unable to attend.