A Woman's Guide to Leadership: Communication, Credibility, and Influence

Session Details

Faculty: Dr. Audrey Nelson Date: Wednesday, December 04, 2019

Location: Las Colinas Country Club 4400 North O`Connor Road, Irving, TX 75062 Sign In: 8:30 AM

Phone: (972) 541-1141 Session: 9:00 AM - 4:00 PM

Session Description

This program identifies steps women can take to navigate advancement to leadership. You will receive practical advice, techniques and strategies for getting a seat at the table, as well as tips for communicating with credibility. The focus of the session will be real-life case studies, self-assessments, experiential exercises and action steps that help women transcend barriers and enhance their leadership opportunities.

Biography

Dr. Audrey Nelson is an internationally recognized trainer, keynote speaker, author and consultant who helps organizations increase their productivity and profitability through winning communication strategies. She specializes in interpersonal communication, conflict management, and gender communication skills.Dr. Nelsons professional background includes 10 years teaching in the Department of Communication at the University of Colorado, Boulder. For 30 years, she has trained and consulted for a wide variety of government and Fortune 50 companies in 49 states and six countries.Her clients include Xcel Energy, Pricewaterhouse Coopers, American Board of Trial Attorneys, AT&T, Honeywell, Hewlett-Packard, IBM, Upjohn Pharmaceuticals, Pentax, Lockheed Martin, Johnson & Johnson, U.S. Marine Corps, U.S. Forest Service, U.S. Department of Justice, and the U.S. Department of State.She holds a B.A., M.A. and Ph.D. in Communication. She conducted post-doctoral work at Warnborough College in Oxford, England, in gender communication. Thirty years ago, she co-founded and served as president for the Organization for the Research on Women and Communication. The U.S. State Department sent Audrey to represent the US Embassy in South Korea on the status of women in the workplace.Audrey is a published author. You Dont Say: Navigating Nonverbal Communication Between the Sexes (Prentice Hall, 2004) was published in six languages. She co-authored Code Switching: How to Talk so Men will Listen (Penguin-Alpha Books, 2009) and The Gender Communication Handbook: Conquering Conversational Collisions Between Men and Women (Pfeiffer 2012).

Guide to Participant Selection

Department	Admin	Distrub	Engr	Finc	H.R.	Legal	Mktng	IT	Or	Plng	Pchsg	R&D	Sales
Senior Executive (Pres. Exec & Sr VP)	3	3	3	3	3	3	3	3	3	3	3	3	3
Executive (VP & Gen'l Mgr)	2	2	2	2	2	2	2	2	2	2	2	2	2
Senior Managers (Div & Reg. Mgrs)	1	1	1	1	1	1	1	1	1	1	1	1	1
Middle Managers & Superintendents	1	1	1	1	1	1	1	1	1	1	1	1	1

Time Allocation - Topics

10% The Origin of the Rules of Engagement

- From the Playground to the BoardroomT
- The Seven Most Asked Questions About Gender: Men and Women as Two Distinct Subcultures

15% Expanding Your Presence

- The Twelve A's to Axe: Ways Women are Socialized that Create Stumbling Blocks
- How to achieve the Balance of Being Assertive
- Letting Go of Approval and Affiliation

25% Being Heard and Taken Seriously

- 5 Ways Women and Men Manage Conversation
- Taking Charge versus Taking Care
- Process versus Goal Oriented Talk
- Unlocking your Credibility

15% It is What We Don't Say that Means A Lot

- Nonverbal Cues that Enhance Credibility
- The Top 5 Noverbals that Undermine Credibility
- What is Means to "Walk the Walk"

20% How Leadership is Achieved with Code-Switching

- What is the Code-Switching Style?
- How Code Switching is a Blend of Two styles-Masculine and Feminine: A Synergistic Approach to communication
- How Code Switching is Strong and Soft, Assertive and Straightforward
- How Code Switching is Flexible and Adaptable

15% Wrap-Up: Back to Work as a Visible, Credible Employee-Enforce the Opportunity and Success You Deserve

- Breaking the "He" and "She" Code
- How to Become Self-Conscious, Self-Aware and Self Monitor Your Communication

Focus

Primary - Leadership Development

Presence, Political Skills, Developmental Perspective, Interpersonal Relations

Secondary - Planning/Organizing

Generate and Obtain Plan Support

Tertiary - Executing/Controlling/Evaluating

Coordination, Follow-Up

Level

Introductory Intermediate

Advanced

FOR REGISTRATIONS PLEASE CONTACT: Mike Godwin

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