

Workshop Or Consultation?

What's the difference?

Workshop:

A session dedicated to learning or improving on a particular leadership competency. Participants will be taught the skills and knowledge associated with that competency and trained on how to use the skill effectively through interactive learning opportunities.

Consultation:

A session designed to allow participants a chance to meet with an Archer Center Instructor to discuss the current state of and/or problems within their organization and learn possible strategies for improvement. Like workshops, consultations are interactive by nature.

Participants in workshops and consultations must be willing to learn, experiment, practice and commit to using new knowledge and skills during the session.

Workshop Topics

(not a comprehensive list)

Below is a list of potential workshop topics offered by the Archer Center for Student Leadership Development. Please note, this is not a comprehensive list, and many of these topics can be combined or adjusted based on each organizations' particular needs. The facilitator will work with you to determine what topics will work best for your organization. The request form asks you to identify a topic in advance to assist in the design processes.

- **Communication:** Effective communication is an essential part of leadership. Sessions that focus on communication can include areas such as: the flow of communication, communication processes, delivering and receiving feedback, public speaking, and marketing yourself.
- **Conflict Management:** Sessions on this topic could include preferred styles of managing conflict situations, effective communication when dealing with conflict – what to communicate and how, and potential processes for reducing or resolving conflict.
- **Decision Making:** In the constantly changing world that we live in, we are frequently called upon to make decisions. Workshops on this topic will focus on identifying appropriate decision making strategies, helping organizations to make effective decisions, clarifying the groups' decision making processes and integrating those processes into the culture of the organization.
- **Delegation:** Even seasoned professionals can struggle with recognizing when to delegate projects and tasks to others within the organization. Sessions that focus on delegation could cover when to delegate, how do determine who to delegate to, building trust with members to encourage delegation, and setting expectations for tasks that are delegated , just to name a few.
- **Goal Setting:** Establishing appropriate and motivating goals is a significant component of organizational life. Sessions on goal setting will cover the importance of goal setting, how to structure organizational and personal goals, and how to seek organizational agreement on goals.
- **Icebreakers:** The first step in building a strong relationship amongst group members is to get to know each other. Icebreakers can serve multiple purposes: they can introduce members to one another or they can serve as boundary breakers - helping to remove communication and trust barriers between people within an organization.
- **Leadership Styles:** Everyone has their own personal leadership styles and recognizing the benefits and detractors of the various styles is key to effective leadership. These sessions will use interactive exercises to explore different styles and understand when each style might be the most effective.

- **Meeting Management:** Meetings can be an effective communication tool, and a way to keep organizations on-track, well informed, and can help to facilitate the decision making process. Sessions that focus on meeting management will allow organizations to learn the components of successful meetings, how to structure meetings and how to deal with difficult people and meeting distractors.
- **Mission Statements:** Organizations rely on mission statements to supply focus and purpose for their existence. Through participant analysis of the organization's purpose, stakeholders and values, a mission statement can be formed. Often times, a mission statement session is the first step in the strategic planning process.
- **Motivation:** Each person is motivated by something different. Leaders are able to recognize these differences and adjust their strategies accordingly. Sessions that focus on motivation will help your group to learn the different types of motivations, how to react to the various sources, and learn strategies for dealing with unmotivated, organizational members.
- **Myers Briggs Type Indicator (MBTI):** Understanding your personality and the personalities of others can dramatically improve communication, conflict resolution, and productivity & leadership. Sessions dedicated to Myers Briggs Type Indicator, a personality inventory will allow participants to take the inventory, and learn the theory behind the instrument in an interactive way. Sessions can then be modified to address many issues your organization is facing. Due to the materials needed, there is a small fee associated with using the MBTI. Your facilitator will discuss these fees with you.