



THE UNIVERSITY OF  
SYDNEY

# **Communication for Effective Leadership and Influence Course**

*Centre for  
Continuing Education*



# Communication for Effective Leadership and Influence Course



This communication skills short course for leaders offers practical training for those who want to take their impact to the next level. With every email you write, speech you give, or conversation you initiate, you have the opportunity to lead and inspire your peers, teams, boards of directors and financial backers. In this course you will learn the communication techniques that separate a good leader from a great leader; discover how to attract followers and share your vision; and inspire your team to deliver peak performance.

We will consider what inspiring leadership looks and sounds like in practice, how simple shifts in body language can alter how you are perceived, and the way different communication styles can be harnessed to inform and influence.

This course is suitable for managers, team leaders, entrepreneurs and those in a leadership role who want to build trust, grow influence, improve their self-awareness and create better relationships with their teams.



## Course duration

1 session, 8 hours total



## Time

9am - 5pm



## Format

Face-to-face  
or  
Online in real-time



## Dates

This course is available for group bookings only. Contact us to discuss [class dates](#)

## Intended audience

Suitable for both experienced and emerging leaders in a managerial or leadership position, who are responsible for setting the tone with team members.

This course is suited for leaders who want to improve the way they communicate with their teams with the goal to move from functional interactions to ones that inspire, influence and solidify leadership.



## Upon completion

Every participant receives a University of Sydney certificate of completion.



## Aims

This course aims to help you:

- find a leadership style that is authentic to you
- remove barriers to building trust
- learn how to listen effectively
- establish credibility, influence and authority
- project confidence and grow positive perceptions
- share your vision
- boost your leadership presence.



## Outcomes

By the end of this course, you should be able to:

- develop your identity as a leader
- improve your leadership communication skills, and enhance how your leadership is perceived
- learn to speak, use your body movement and gesture – like a leader
- enhance leadership competency and ability to inspire
- reflect on the leaders you've respected and those who have failed to lead
- write a leadership 'manifesto'.



## Content

This course will utilise the following framework:

*Define your leadership + listen and speak with influence + build confidence = an inspiring leader*

The first part of the course will focus on **defining your leadership**. We'll consider:

- What a good leader is
- Attributes of modern leadership
- Developing an authentic leadership style
- Excellence in leadership
- Ethics and principles
- Shifting to a giving mindset
- Writing your leadership manifesto

The second part of the course will delve into **listening and speaking with**

**influence**. This will include:

- How to listen like a leader
- Active listening
- Respecting others like a leader
- Communication blind spots
- Understanding psychological safety

The third part of the course will focus on **building confidence**. We will practice:

- Body language and vocal performance
- Initiating difficult conversations
- How to handle tough leadership situations
- How to give and receive feedback
- Communicating good leadership in everyday workplaces
- Language strategies



THE UNIVERSITY OF  
**SYDNEY**

We recognise and pay respect to the Elders and communities – past, present, and emerging – of the lands that the University of Sydney's campuses stand on. For thousands of years they have shared and exchanged knowledges across innumerable generations for the benefit of all.

Empower ambition,  
*inspire leadership*

**For more information**

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