Everest
all about people™

2020 BUSINESS SUCCESS TRAINING PACKAGES

Comprehensive employee training in one-easy-step

Fast track one employee through the whole package

OR send a different employee to each training session

Includes essential **1:1 coaching** to embed training

Easy payment options; pay in full or over 12 months

Business Success Training Packages

Leadership Success

($5,000 per annum / $416.66 per mth*)

Training Package:	Page	Option A	Option B
Leadership Development Programme (six modules)	4	**Feb - April**	**June - Aug**
Leading with Emotional Intelligence (two-days)	5-6	**27 & 28 May**	**16 & 17 Sept**
2 x 1:1 coaching (one hour per session)	11	**Flexi Dates**	**Flexi Dates**

The Leadership Development Programme is six half-day modules run over three months, one employee must attend all six modules, cannot be split between different employees. Leading with Emotional Intelligence is a two day workshop, one employee must attend both days, cannot be split between different employees. Coaching can be used by two different employees per session, dates are subject to availability of coaches/trainers. *Payable over 12 months: Choose training package A or B, or purchase both packages.

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Business Success Training Packages payable over 12 months

Fast track 1 employee or 4 individuals

Unlock potential - maximise performance

Small but important print:
No additional offers are available with this business success package. One employee can be registered to complete the full series or a different employee can attend each session (excluding Leadership Success Series). If the registered person is unable to attend a substitution within the same company can be made provided we are informed at least one day prior to the event date (excluding Leadership Success Series). No refunds will be given if workshops/coaching are not attended and/or no substitution is arranged. If a Management Capability Voucher is applied for but subsequently not approved by NZTE then the full package price becomes payable (either as a lump sum or 12 monthly instalments). To be eligible for the 12 monthly payment option an application for credit must be completed. Approval of the 12 monthly payment option will be subject to the approval of the credit application and at the absolute discretion of Everest Group Limited.

Business Success Training Packages

Personal Success - Tahi

($2,600 per annum / $216.66 per mth*)

Training Package:	Page	Option A	Option B	Option C
Positive Relationships at Work (half-day)	7	5 March	13 May	20 August
Courageous Conversations (half-day)	8	26 March	9 June	24 September
Foundations of Emotional Intelligence (one-day)	9	15 April	14 July	22 October
3 x 1:1 coaching (1.5 hours per session)	11	Flexi Dates	Flexi Dates	Flexi Dates

Suitable to fast track one employee through two half-day and one-day workshop and use coaching to embed learnings, or send a different employee to each workshop. Coaching can be used by three different employees per session, dates are subject to availability of coaches/trainers. *Payable over 12 months: Choose training package A, B or C, or purchase all three packages.

Personal Success - Rua

($2,400 per annum / $200.00 per mth*)

Training Package:	Page	Option A	Option B	Option C
Positive Relationships at Work (half-day)	7	5 March	13 May	20 August
Courageous Conversations (half-day)	8	26 March	9 June	24 September
Building your Resilience (half-day)	10	23 April	21 July	14 October
3 x 1:1 coaching (1.5 hours per session)	11	Flexi Dates	Flexi Dates	Flexi Dates

Suitable to fast track one employee through three half-day workshops and use coaching to embed learnings, or send a different employee to each workshop. Coaching can be used by three different employees per session, dates are subject to availability of coaches/trainers. *Payable over 12 months: Choose training package A, B or C, or purchase all three packages.

Small but important print:
No additional offers are available with this business success package. One employee can be registered to complete the full series or a different employee can attend each session (excluding Leadership Success Series). If the registered person is unable to attend a substitution within the same company can be made provided we are informed at least one day prior to the event date (excluding Leadership Success Series). No refunds will be given if workshops/coaching are not attended and/or no substitution is arranged. If a Management Capability Voucher is applied for but subsequently not approved by NZTE then the full package price becomes payable (either as a lump sum or 12 monthly instalments). To be eligible for the 12 monthly payment option an application for credit must be completed. Approval of the 12 monthly payment option will be subject to the approval of the credit application and at the absolute discretion of Everest Group Limited.

Leadership Development Programme

Build leadership capability in your business.

Six programme modules:

1. Leadership, self-leadership, team development, roles and responsibilities of a leader
2. Managing performance excellence; planning, standards and development
3. Behavioural styles, communication, conflict management and emotional intelligence
4. Giving and receiving feedback, managing and dealing with poor performance, building rapport
5. Creating and maintaining high performing individuals and teams through coaching.
6. Personal efficiency and effectiveness, work habits, planning and prioritising.

Six half-day modules

9:00am - 1:00pm

What's it about?

- Would you like to be a powerful leader?
- Would you like to increase your team effectiveness?
- Would you like to achieve greater business success?

Leadership skills play a significant role in achieving business success by ensuring that individuals and teams are working to high performance.

Our Leadership Development programme offers current and emerging leaders a well-structured programme of learning. Each four hour module introduces new leadership topics interwoven with the developing themes of self-leadership and communication.

The programme provides succinct and practical modules which can be applied immediately as participants return to their roles. Participants receive a resource book and an Individual DISC Advanced® behavioural profile.

Who should attend?

Any manager or team leader who is looking to increase their management capability. Ideally suited for those new to leading people.

Outcomes

- At the end of the programme you will know how to use your new skills to lead and manage people.
- You will learn positive leadership skills, practical strategies and tools to increase engagement and collaboration.

Could your team benefit from this workshop?

All our workshops can be tailored to best meet the needs of your staff and your business.
Hold it at yours, or hold it at ours – what works for you, works for us. Discounted team pricing available on request.

This programme is registered with the Management Capability Development Voucher Fund. You may be eligible to receive 50% discounted training. Ask us how.

Leading with Emotional Intelligence

Two-day workshop

8:30am - 5:00pm

What's it about?

This practical 2-day workshop equips you with the foundational skills to become more flexible, self-aware and people savvy to take your leadership to the next level.

Outcomes

- Learn practical strategies to respond more skilfully as pressure, tension and complexity increase.
- Identify patterns, triggers and emotional habits that either drive or derail performance.
- Increase awareness of situations that risk having emotions lead to unskilful behaviour and poor decisions.
- Gain core skills and critical knowledge to engage people and make good decisions.
- Take charge of your emotions so that you are in control of your actions.

Who should attend?

- Leaders, Managers, Team Leaders, Supervisors.
- High potential individuals aspiring to a leadership role.
- Anyone who wants to increase their influencing skills and ability to manage relationships.

Could your team benefit from this workshop?

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Facilitators

Specialist and accredited facilitators will guide and support your learning throughout the two days.

All our facilitators share passion, knowledge, commitment and a real world understanding of what it takes to lead and live with emotional intelligence.

They convert the latest research and techniques into everyday language so you can immediately grasp the relevance to you and put techniques into action.

Workshop Outline

Day One – Emotional Intelligence

- Mayer-Salovey-Caruso model of emotional intelligence (MSCEIT) - perceiving, using, understanding and managing emotions
- The science of emotions - neuroscience for leaders
- Emotional perception in self and others
- Using emotions to facilitate cognitive thinking
- Emotional complexity - why people do what they do?
- Emotional triggers - understanding progression

Day Two – Leading Self and Others

- Managing emotions in self and others - building resilience and handling emotions effectively
- Creating a climate of success through your own emotional intelligence skills and strategies
- Building positive relationships to create higher performance
- Team communication - positive ratio for success
- Actions to drive engagement

Individual Support

- Mayer-Salovey-Caruso Emotional Intelligence (MSCEIT) Assessment
- Confidential one-on-one 90 minute assessment debrief

Participant Testimonials

The Everest two-day Emotional Intelligence workshop is incredibly valuable in both my professional and personal life. My raised self-awareness and awareness of others has improved my relationships and how I interact on a daily basis and in the more challenging situations we can find ourselves in.

I would recommend this workshop to anyone who deals with people; the tools and strategies learnt further developed my communication and leadership skills.

Mandy Carson, General Manager
Independent Verification Services

The Leading with Emotional Intelligence course has given me the opportunity to explore, understand and therefore better manage my own and influence my teams emotions. Impressed by the professional facilitators I recommend this course for both people leaders and team members who wish to develop themselves and get the best from their team through a wider understanding of the power of our emotions.

Melanie Reid, Chief Operating Officer,
Holdfast NZ Ltd

What a really great workshop.
The presentation skills were excellent and effective allowing me to challenge and extend my connection with emotions.

I learned much about how to better relate and interact with others. Everyone would benefit significantly from this.

Craig Wylde
Advantage Business

Positive Relationships at Work

Benefits:

- Discover how social connections affect your brain and performance at work.
- Build positive relationships that benefit your team and the organisation ... and your life!
- Gain skills to communicate positively with people and strengthen individual and team resilience.
- Become a positive influencer and make a powerful impact on team culture and engagement.

Half-day workshop

9:00am – 1:00pm

What's it about?

Positive connections can make a critical difference to work life, in terms of reward and engagement. Research shows that the more positive connections you make, the more you are able to adapt and respond effectively to challenging situations.

This workshop is designed to equip you with the tools to build positive relationships, connect with others and strengthen natural resilience. Each tool is based on positive psychology and neuroscience, delivered in a fun, interactive and practical way so you can apply your learning right away.

This interactive workshop will explore:

- Tools you need to build positive relationships.
- How to connect with others and strengthen your natural resilience.
- Increase your levels of self-awareness.
- Teach you to make constructive and empowering choices for dealing with challenging workplace situations.
- Understand why we sometimes get it wrong, and how to get it right.

Could your team benefit from this workshop?

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Courageous Conversations

Benefits:

- Establish a positive intent and a desired outcome.
- Use communication skills to influence and control.
- Gain skills to communicate positively with people and strengthen individual and team resilience.
- Turn difficult conversations into successful interactions that enhance communication and rapport.
- Find your way back from conflict through mutually successful outcomes.

Half-day workshop

9:00am – 1:00pm

What's it about?

Have you experienced that feeling of dread when you need to have a conversation you really don't want to have?

This practical workshop focuses on building the skills necessary for engaging in difficult conversations.

You will learn the tools, strategies and techniques needed to be a successful communicator, confidently address negative behaviour, maintain effective relationships, and achieve positive outcomes.

This interactive workshop will explore:

- Difficult conversations – what makes them difficult and how to recognise and overcome barriers to effective communication.
- Impact on business – why not having these conversations can negatively impact staff performance and productivity, not to mention trust.
- Emotional Intelligence – how to manage your emotions and responses before you attempt to manage others.
- Active listening – become a truly active listener and why it's important for communication success.
- Eight top tips – before, during and after courageous conversations.
- How to move forward after a difficult conversation, and ensure the lines of communication remain open.

Could your team benefit from this workshop?

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Foundations of Emotional Intelligence

Full-day workshop

8:30am – 5:00pm

What's it about?

This one-day workshop equips participants with the foundational knowledge and skills to use emotions intelligently at work. Participants will have a robust rationale and framework they can use to start developing an ability to perceive, use, understand and manage emotions in themselves and others.

Outcomes

- Develop crucial skills for managing and dealing with people.
- Discover how emotions influence thinking, behavior, decision making and performance.
- Identify your triggers and how to respond to them.
- Improve individual performance and collaboration resulting in better business outcomes.
- Increase your perception of emotions in yourself and others.

Who should attend?

- Anyone who wants to increase their influencing skills and ability to manage relationships.
- Leaders, salespeople, front-line managers, project managers, customer service employees and anyone whose job involves dealing with people.

Could your team benefit from this workshop?

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Building your Resilience

Benefits:

- Achieve balanced emotion management.
- Increased productivity.
- Improved workplace relationships.
- Focused decision making and problem solving.
- Stay resourceful in the face of challenges.
- Develop effective coping strategies.

Half-day workshop

9:00am – 1:00pm

What's it about?

Resilience is the capacity to withstand and adapt to the challenges life throws us.

This practical workshop will equip you with the tools to cope with setbacks, change and keep pressures from work and life challenges positive. Resilience is a skill anyone can learn, to survive and to thrive.

Gain valuable insight in to stress and how it can be reduced and managed at both a practical and cognitive level. Learn strategies to remain productive, focused and emotionally strong whatever work or life challenges you are confronted with.

This interactive workshop will explore:

- Practical tips to improve your resilience.
- Proactive management of emotions in yourself and others to alleviate stress and face pressures effectively.
- Intentional activities to build resilience at work and home.

Could your team benefit from this workshop?

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Coaching

Build your people capability

Everest coaches work with individuals and teams to create transformational change, laying a foundation of principles that emphasise the importance of self leadership.

Individual and team coaching has become a vital tool for anyone that wants to get the best out of the individuals and teams in their business. Coaching is about asking good questions and offers individuals the opportunity to explore the way they do their world.

Engaging with a coach gets results - it builds effective teams, enhances productivity and facilitates high performance. Let our coaches unlock your potential to maximise performance.

Whether you are building and aligning your team or developing yourself as an individual we can help build people capability in your business.

We specialise in:

- One-on-one and team coaching
- Individual personal and professional development
- Professional Supervision
- Coaching programmes for Managers and Leaders
- In-house coaching training programmes
- Employee growth and development
- Learning to coach for managers and team leaders
- Leader/Executive Development
- Pair coaching and mediation

> "Our conversations are now more meaningful and empowers us all to be the best that we can be."
>
> **Desley Clarke, HR Manager, Life Unlimited**

everestpeople.co.nz

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