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Snapshot of a Sample Professional Development Presentation

Working Towards Organizational Effectiveness

Note: *This presentation is based on one-hour blocks (with breaks) for a total of four hours and it involves an intense interaction of the audience. Handouts will be provided.*

Reflection Question: This question is designed to cause the audience to internalize and meet the expected outcome of this professional development training.

Purpose: This four-hour presentation is to deepen the participants understanding of identifying, designing, and implementing the appropriate organizational supports to increase the effectiveness of the organization. We will explore a better approach to shaping processes that lead to achievement. Here, leader-mentorship plays a dominant role in attaining greater results.

Agenda: Points of Discussion

- Significance of the subject and relevance to the audience
- Explore how organizational goals drive individual responsibilities
- Explore how individuals are the most vested interest of this organization
- Explore the logic of processes and how to improve efficiency of efforts
- Partnering exercise (Bottom up approach to enhancements)
- Drawn upon exercise outcomes and group discussions
- Provide a constructive challenge for the audience to grow towards desired results
- Summary, critical take-aways, and questions

Significance: As a valued employee, it is imperative to understand the organization core principles and to grow with the organization in terms of measurable achievement.

- Through discussion, define how progression derives from building a platform to be a more effective and high-impact individual as well as team player.
- Through discussion, examine how significance is achieved through structured growth. This includes being mindful that continuous leadership training may not necessarily prepare one for higher roles, but lateral advancements. Training improves the workforce through communication and enables one to understand the movement of the organization.

How organizational goals drives individual responsibilities: Communication and action enable an organization to have a mission statement and share a common vision that exceed words. Therefore, one must develop and understand a relationship that complements all stakeholders.

- Define and understand organizational goals – beyond what's posted or published.
- The benefits of drawing a personal connection to the organizational goals.
- Define and understand individual responsibilities and know what that means – beyond the terms of the scope of work or the “perform or find a new job” philosophy.
- Discover a connection that aligns both organization and individual goals.
- Develop a matrix to challenge one to be an internal asset.

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How individuals are the most vested interest of this organization: People are the foundation of leadership within any organization. Here, we will look at why employees are valued leaders and how one must hone his or her particular attributes in a competitive workforce.

- Discuss relevant case studies of employees being the heart of an organization.
- Discuss relevant case studies of employees not being the heart of an organization.
- Discuss how employees can communicate more productively with managers and leaders.

Logic of processes and how to improve efficiency of efforts: Here, we will explore the benefits of knowing why business is conducted as it is?

- Are there more advanced ways of achieving the same results or having a greater impact? Process improvements can lead to a multitude of great things, including organized incentives. Professional development training can be an incentive in the way of efficiency of efforts. Let's explore some processes.
- Rediscover individual passion to excel and question how one's efforts can increase mental health and happiness. Devise a plan of contributing in a significant way. Set new but realistic goals, research ways, and set milestones to meet those goals. However, do this with the support of a proven leader and / or mentor. *Attaining a proven leader and / or mentor is a noted omission in being a more productive individual.*
- Identify individual needs, develop a Personal Development Plan (PDP). This PDP must be an action plan that provides a means to identify specific tasks to meet the development targets in key areas.

Partnering exercise (Bottom-up approach towards enhancements): This exercise is designed to induce critical thinking in key areas that are aligned with productivity while noting what factors individual's influence. Audience will pair in small groups with a task to:

1. Define the organization's direction according to their perception. Once defined, list key ways the adjusted insight and output of employees can increase effectiveness.
2. In groups, develop a path (or paths) of progression where employee energy will be of greater weight and relevance for particular aspect of the organization.
3. In groups, discuss items of interest for a personal developmental plan that may be inclusive of others.

Exercise outcomes and group discussions: Based on the partnering exercise, the audience will share their developed courses of action to strengthen their individual contributions that impact organizational efficiency.

Constructive challenge: There must be a challenge in order for individuals and organizations to grow. Build and work a PDP that encompasses education, training, and mentorship. From today forward, each person is tasked to think in terms of how their daily actions can benefit the customers, peers, and others. By default, each person is an influencer.

Summary, key take-aways, and questions