

## Conversations that Count: Survival Strategies for Effective Communication

In today's competitive business world and team-based work environment, interpersonal communication is a critical element of lasting success. How well you communicate can make or break how others view your work performance, your approach to team-work and even your chances for career advancement.

### Workshop Description:

Join us for this half-day workshop to improve your interpersonal communication in the workplace. You'll leave with new tips and techniques to help you *listen to understand and speak to be heard!*

Upon completion of this workshop, you will:

1. Describe the elements of successful communication within teams and workplaces.
2. Discover blocks to interpersonal communication.
3. Describe the importance and power of positive non-verbal communication in building rapport.
4. Explain the importance of body language in the listening process.
5. Apply 5 techniques to enhance communication and assertiveness in the workplace.
6. Identify personal goals for enhanced interpersonal communication at work.

### Timeframe:

Half Day, with a mid-session break.

### What's Included?

- Participant handouts
- Certificate of Participation

**The Facilitator:** Gerard Murphy, President, Barefoot Facilitation Inc.

**Contact [info@trybarefoot.com](mailto:info@trybarefoot.com) to bring Barefoot to your workplace!**

When you talk,  
you are only  
repeating what  
you already know.  
But if you listen,  
you may learn  
something new.

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