London TDM

Soft Skills and Personal Development Training Courses

Course Venue: United Arab Emirates - Dubai

Course Date: From 18 January 2026 To 22 January 2026

Course Place: Downtown Dubai

Course Fees: 5,000 USD

Introduction

In today's dynamic work environment, the ability to lead and influence without formal authority is an essential skill for professionals at all levels. This course provides participants with the tools, strategies, and understanding needed to guide initiatives, sway decisions, and drive outcomes without formal authority. By leveraging influence, communication, and emotional intelligence, participants will learn to build collaborative teams and foster a culture of empowerment and innovation.

Objectives

- Understand the concepts and importance of leadership and influence without authority.
- Identify key strategies for building trust and credibility.
- Learn techniques for effective communication and negotiation.
- Develop skills for leading diverse and cross-functional teams.
- Create personal action plans to implement learned strategies in the workplace.

Course Outlines

Day 1: Understanding Leadership Without Authority

- Introduction to Leadership vs. Management
- The Fundamentals of Leading Without Authority
- Examining Case Studies of Successful Influencers
- Assessing Your Personal Leadership Style
- Building Self-Awareness and Emotional Intelligence

Day 2: Building Trust and Credibility

- The Role of Trust in Leadership
- Techniques for Establishing Credibility
- Communicating with Authenticity and Integrity
- Relationship-building through Empathy and Active Listening
- Creating a Personal Brand of Influence

Day 3: Effective Communication and Negotiation

- Mastering the Art of Persuasive Communication
- Strategies for Effective Negotiation and Consensus-Building
- Non-Verbal Communication: Body Language and Tone
- Delivering Feedback and Handling Difficult Conversations
- The Power of Storytelling in Leadership

Day 4: Leading Diverse and Cross-Functional Teams

- Understanding Team Dynamics and Diversity
- The Benefits and Challenges of Cross-Functional Teams
- Techniques for Engaging and Motivating Teams
- Facilitating Collaboration and Innovation
- Resolving Conflicts and Navigating Group Dynamics

Day 5: Personal Action Plans and Sustainable Influence

- Reviewing Key Learnings and Insights
- Developing a Personal Leadership Action Plan
- Building a Network of Influence and Allies
- Ensuring Long-term Success and Growth
- Wrap-up: Q&A and Course Reflections