



Communication Skills for Leaders

Demands on today's leaders in science and business continue to get higher and higher. In addition to proven professional skills, so-called "soft" factors are becoming increasingly important, and are often decisive for individual careers.

No matter whether we want to successfully lead a group, recruit new colleagues, convince potential investors or funding sources about a research project, or negotiate with customers and suppliers: communication is an essential part of daily life.

We talk to each other, listen to each other, write, read, and exchange non-verbal signals. We constantly convey and reveal information while we are in contact with other people – consciously and deliberately, but also unintentionally and unknowingly.

It is our aim to provide optimum development opportunities for you as future leaders and researchers. We have designed a two-day communication course, with an additional one-day refresher course in cooperation with an external partner. The program is tailored to meet your needs.

In the course you will learn how to ...

- give convincing presentations and inspire your audience
- put your views forward, and argue persuasively
- attract the interest of a dialogue partner
- excel at 'elevator speeches'
- gain relevant information by steering conversations skilfully
- predict other people's reactions, and take account of these in conversation
- interpret dialogue partners' facial expressions and gestures, and react accordingly

Register with: cmszh.intern@chem.uzh.ch
Fees: covered by Graduate School
Number of Participants: 6 Persons

You can't help communicating – so let's do it pro-actively!