

HUMAN SKILLS COURSE OVERVIEW

Course Category:
Achieve personal
leadership mastery

Course Name:
Executive Presence
and Influence:
*Drive impact, be
influential, build trust*



COURSE DURATION: 2 Days

Gauteng

3rd Floor, 34 Whiteley Road,
Melrose Arch
Johannesburg
2196

Gauteng

192 on Bram
192 Bram Fischer Drive
Ferndale, Randburg
Johannesburg
2160

Cape Town

1st floor, TBE, 3 Bridgeway,
Bridgeway Precinct,
Century City,
7411

Durban

9 Mountview Close
Broadlands
Mount Edgecombe
Durban
4302



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COURSE OVERVIEW

This course is designed for emerging leaders, and high-potential professionals, who aspire to assume higher roles in their careers.

It is suitable for individuals from various industries and functional areas seeking to develop their executive presence and establish a strong leadership foundation.

COURSE OBJECTIVES

By the end of this course, you will be able to:

1. Understand the concept of executive presence and its significance in leadership roles.
2. Cultivate a confident and authentic leadership style that inspires trust and credibility.
3. Develop effective communication and interpersonal skills to influence and engage diverse stakeholders.
4. Navigate challenging situations with composure, grace, and assertiveness.
5. Build a strong personal brand that aligns with professional goals and values.



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COURSE OUTLINE

Module 1: Introduction to Executive Presence

- Define executive presence and its role in leadership success
- Explore the attributes of leaders with strong executive presence
- Assess personal executive presence and identifying areas for development

Module 2: Building Confidence and Charisma

- Cultivate self-confidence and self-awareness
- Strategies to project authenticity and inspire trust
- Harness charisma and influencing skills for effective leadership

Module 3: Communication and Influence

- Effective verbal and non-verbal communication techniques
- Active listening and empathetic communication
- Influence and persuade stakeholders at different levels

Module 4: Personal Branding and Image Management

- Define personal brand and aligning it with professional goals
- Enhance your professional image through appearance, demeanour, and online presence
- Craft a compelling elevator pitch to convey credibility and expertise

Module 5: Emotional Intelligence and Relationship Building

- Understand emotional intelligence and its impact on leadership
- Develop empathy and rapport with diverse stakeholders
- Manage conflicts and difficult conversations with diplomacy

Module 6: Powerful Presence: Body Language and Vocal Skills

- Utilise body language to convey confidence, credibility, and authority
- Voice modulation, tone, and pace for impactful communication
- Manage nervousness and stage fright during public speaking

Module 7: Resilience and Adaptability

- Strategies for maintaining composure under pressure
- Adapt to change and embracing uncertainty
- Overcome setbacks and learn from failure

Module 8: Create an Action Plan for Executive Presence

- Identify specific goals for enhancing executive presence
- Develop a roadmap for continuous improvement
- Leverage feedback and self-reflection to track progress

DELIVERY METHOD

Our courses have flexible delivery options:

- In-person classroom training at the Impactful training facilities in Johannesburg, Durban and Cape Town
- Virtual instructor-led training
- Nationally on-site at the client