

ADVANCED COMMUNICATION SKILLS FOR THE PROFESSIONAL WOMAN

"Empower Your Voice, Enhance Your Presence, and Communicate with Confidence."

Schedule

Venue (In-house)	Fees
At Your Organization Premises	Ask For The Quotation

► **Available delivery methods:** In-House Training

Introduction

Effective communication is one of the most powerful skills for professional women who aspire to lead, influence, and inspire. This course focuses on developing advanced communication abilities that help participants express themselves with clarity, confidence, and authority in diverse workplace settings. Through practical exercises and real-world simulations, participants will learn how to handle challenging conversations, improve body language, and build assertiveness while maintaining empathy and professionalism.

Objectives

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

- Enhance verbal and non-verbal communication techniques.
- Communicate assertively and handle conflicts with confidence.
- Develop active listening and persuasive speaking skills.
- Adapt communication styles for different audiences and situations.
- Strengthen emotional intelligence in professional interactions.
- Present ideas with clarity and impact during meetings and presentations.
- Overcome gender-based communication barriers and biases.

Why Attend

This course is designed to help professional women strengthen their communication skills to advance in their careers, influence decisions, and build lasting professional relationships. It empowers participants to develop a confident personal brand, handle workplace challenges effectively, and communicate with authenticity and authority.

Target Audience

- Women professionals in leadership or managerial roles
- Entrepreneurs and business owners
- Supervisors and team leaders
- HR professionals and trainers
- Anyone seeking to enhance communication and leadership presence

Individual Benefits

- Build confidence in expressing opinions and ideas.
- Improve clarity and influence in professional conversations.
- Master assertive yet empathetic communication.
- Strengthen body language and presentation skills.
- Gain strategies for handling workplace bias and challenges.
- Develop greater self-awareness and emotional intelligence.

Organizational Benefits

- Empower female employees with strong leadership communication.
- Improve collaboration and team dynamics.
- Increase organizational diversity and inclusion through confident voices.
- Enhance decision-making and conflict-resolution effectiveness.
- Foster a culture of respect, empathy, and professionalism.

Instructional Methodology

- Interactive lectures and discussions
- Role-playing and real-life workplace scenarios
- Video-based communication analysis
- Group exercises and feedback sessions
- Personal action plans for continued development
- Self-assessment and reflection activities

Course Outline

- Module 1: The Power of Effective Communication
- Module 2: Understanding Verbal and Non-Verbal Communication
- Module 3: Assertiveness and Confidence Building
- Module 4: Overcoming Communication Barriers and Bias
- Module 5: Emotional Intelligence in Workplace Communication
- Module 6: Influencing and Persuasion Skills
- Module 7: Handling Difficult Conversations and Conflicts
- Module 8: Presentation Skills and Professional Presence
- Module 9: Building Your Personal Communication Strategy

Certification

Upon successful completion, participants will receive a Certificate in Advanced Communication Skills for the Professional Woman, recognizing their ability to communicate effectively, confidently, and professionally in leadership and business environments.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

In-House / Customized Training

Interested in running this course for your team?
Please contact us:

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