

Presenting to Senior Leaders

Toronto: June 8, 2020

Your ability to influence, motivate or persuade your audience depends just as much on how you present your message as the content itself, some would say it is even more important. The ability to prepare, design and deliver highly engaging presentations is a core competency for most business professionals in today's business world.

Your audience, particularly a Senior Leadership audience, needs high-quality information on which to base business and project decisions. Your colleagues need to solve problems and chart new directions. This workshop will focus on the tools, skills and process you need to support your internal and external partners through compelling, on-target presentations.

Workshop Outcomes

By the end of this workshop you will:

- Have tools to define your audience's need and what 'presenting' role you should play
- Know how to anticipate and respond to your audience's most difficult questions
- Be able to design content that will directly satisfy audience need
- Have clarity as to best practices for Power Point slide design
- Acquire powerful techniques for making key points
- Understand how to mitigate common presentation risks
- Know how to shift roles from presenter to facilitator to match audience's empowerment level
- Get armed with tools to adapt your presentation to your audience & environment
- Develop, practice and receive feedback on mini-presentations



Workshop Focus

- **Managing You:** When we begin to prepare to present, we start in the wrong place – we begin with the presentation, instead of ourselves. This part of the workshop helps you to understand your role(s) as a presenter and under what circumstances you should be presenting
- **Managing the Audience:** The best presenters seem to be in a conversation with the audience rather than lecturing on the topic. In this module, we explore what you need to know about your audience, particularly senior leadership audiences
- **Managing the Content:** The best presentations ask (and answer) compelling questions, lay out information in a visually compelling way and inspire audiences to act. In the final two modules, we focus both on the presentation design and process that will allow participants to create a presentation that delivers their desired impact.

What You'll Recieve

You leave our workshop with key frameworks and techniques needed to design and deliver highly effective presentations. And because you are applying the techniques to your own presentations throughout the workshop, the learning is practical with immediate application. Our certified trainers are professional facilitators and collaboration experts who bring this real-world experience to the classroom.

Presenting to Senior Leaders

Workshop Details



For over twenty-five years, Facilitation First has been top of mind for companies considering professional development in the areas of process facilitation, internal consulting and facilitative leadership. When asked to develop a Presentation Skills workshop that incorporated a more collaborative, conversational approach more appropriate when delivering to Senior Leaders, Facilitation First created a highly interactive approach loaded with immediately applicable tools and techniques.

Our Canadian-owned company has expanded to include trainers in Vancouver, Calgary, Saskatchewan, Montreal and has its head office in Toronto. We lead custom workshops and facilitate meetings across the Americas in English and Spanish to groups as diverse as policy advisors, academics, project managers, and First Nations leaders.

Date: June 8, 2020

Times: 8:30am - 5:00pm

Location: 20 Bay Street, Suite 1100 Toronto, ON

Trainer: Kevin Quinn

Fee: \$795 + HST

To Register: Email carissa@facilitationfirst.com

What Some of our Clients Are Saying...

"The instructor was amazing and very knowledgeable about the topic. He was very inclusive and I felt very comfortable sharing thoughts"

Desirae Cunningham, Region of Peel

"Very easy to connect with Kevin. Inspiring person. Amazing control to ensure we are on track."

Idir Saidani, The Co-operators

"This is one of the most beneficial presentations I've participated in. I know I will apply most if not all of the things that I've learned"

Nancy Perrault, The Co-operators



About the trainer: Kevin Quinn

Kevin provides expert meeting facilitation, especially as a teacher and troubleshooter of these skills. His expertise includes teaching people on how to deal with difficult stakeholders, how to negotiate to get results and how to use creative problem solving with individuals & teams. He has mentored and taught business and thought leaders in the public and private sector in North America and the UK. Kevin has helped a wide range of business partners to navigate organizational challenges and improve their business results. He is the instructor of record at the City of Toronto's leadership development program and the Schulich School of Business Health Administration MBA program. He teaches extensively in the health care, banking and municipal government sectors.

