PROFESSIONAL DEVELOPMENT TRAINING

Employee Engagement Training

09 884 0762

REQUEST QUOTE

1.0 DAY COURSE

Employee engagement involves helping employees to become more productive, focused and organised. The success of your staff is directly related to the success of any organisation.

The PD Training Employee Engagement Training Course provides understanding and skill building in the various methods of employee engagement such as attention zones, goal setting, prioritising, focusing, and evaluating. Training in employee engagement helps managers to keep employees motivated, productive and fulfilled. Happy staff produce better results!

This engaging course is available now throughout New Zealand, including Auckland, Christchurch or Wellington.

What You'll Gain:

Having an **engaged workforce is critical to organisational success**. A distracted workforce is less than effective. Employees who do not pay attention to their work can waste valuable time and make careless mistakes.

So how do you improve employee engagement and create people who are 'connected and committed' to the business?

This course will develop employee engagement as a useful skill that allows managers to connect with their employees on an emotional level and motivate them to focus on their work and how to reach their personal and company goals. It examines why employee engagement is important and valuable, how to foster and measure employee engagement and link it to key organisational goals and outcomes.

Outcomes

- Wake up! Disengagement is costing your company millions
- Identify the different types of attention
- Create strategies for SMART goals
- Implement proactive methods to create engagement
- Procrastination: Eat that frog!

- Manage time and productivity
- Develop strategies for an engaged workforce
- Identify the different personality types & how they fit into a plan for employee motivation

Modules

Lesson 1: Getting Started
- Workshop Objectives
- Pre-Assignment Review

Lesson 2: Introduction to Employee Engagement
- What Is Employee Engagement?
- Stop Thinking and Pay Attention!
- What Is Mushin?
- What is Xin Yi (Heart Minded)?

Lesson 3: Types of Attention
- Focused Attention
- Sustained Attention
- Selective Attention
- Alternating Attention
- Attention CEO
- Attentional Blink

Lesson 4: Strategies for Goal Setting
- Listening to Your Emotions
- Prioritising
- Re-Gating

Lesson 5: Meditation
- Beta
- Alpha
- Theta
- Delta
- Gamma

Lesson 6: Training Your Attention
- Mushin
- Meditation
- Focus Execute
- Visualisation
- Case Study

Lesson 7: Attention Zones Model
- Reactive Zone
- Proactive Zone
- Distracted Zone
- Wasteful Zone
- Case Study

Lesson 8: SMART Goals
- The Three P's
- The SMART Way
- Prioritising
- Evaluating and Adapting

Lesson 9: Keeping Yourself Focused
- The One Minute Rule
- The Five Minute Rule

Lesson 10: Procrastination
- Why We Procrastinate
- Nine Ways to Overcome Procrastination

- What to Do When You Feel Overwhelmed

Lesson 11: Prioritising Your Time

- The 80/20 Rule
- The Urgent / Important Matrix
- Being Assertive
- Creating a Productivity Journal
- The Glass Jar: Rocks, Pebbles, Sand and Water

- Eat That Frog

Lesson 12: Wrapping Up

- Words from the Wise

Talk to our expert team

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