90 Minute Leadership

OD recognise the challenges our leaders have in managing time constraints and setting aside time for development activities. Short, intensive development sessions can be a useful way of learning. Rather than spending a full day covering a relatively wide range of topics, our “90 Minute” leadership sessions will focus on specific topics, concentrating on key issues rather than the broader picture.

The next session is:

“Effective Meetings”

It is estimated that over 60% of the working week is spent in meetings so it is vital to make the best use of time and ensure that there is a clear purpose, focus and outcomes to meetings. This session will look at how to plan effectively for meetings and identifies behaviours and tools to enable progress during meetings.

This interactive, pragmatic session will be facilitated by Maria Moreno who works with senior leaders and their teams to explore how they can be more effective and this includes reviewing performance in meetings. Specific aspects that will be covered include:

- Scheduling meetings
- Preparing for meetings
- Meeting behaviours – blockers and bridges
- The power of enabling questions
- Disciplined performance - inputs and outputs

Anyone who would like to achieve more productive meetings and gain greater value from attendance at meetings.

Who will benefit from attending the session?

Speaker: Maria Moreno, MPotential

Date: Tuesday 26th November 2019

Time: 8:00am for 08:30am start - 10.00am finish

Venue: Room L0007, Teaching and Learning Centre, Queen Elizabeth University Hospital Campus

Room available from 8.00am
If you would like to attend, please complete registration by 15th November