

Emotional Intelligence for HR Managers



4 – 5 July



Live Online Training



Fee R12,999



Only 16 Seats Available



6 CPD Points from IPM



COURSE OVERVIEW

This training programme is an intermediate level Emotional Intelligence (EQ) skills development offering for HR Managers. The programme effectively blends the theory and practice of EQ with practical, personal development and empowerment application tools and techniques.

At the conclusion of this programme, you will be capacitated to master the five (5) competencies of EQ and to develop an EQ personal improvement plan indicated the techniques to develop each of these 5 competencies.

On completion you will be capable of:

- Demonstrating knowledge and understanding of the principles and concepts of emotional intelligence in respect of life and work relations, in the capacity of a HR Manager.
- Analysing the role of emotional intelligence in interpersonal and intrapersonal relationships in life and work situations, in the capacity of a HR Manager.
- Analysing the impact of emotional intelligence on life and work interactions, in the capacity of a HR Manager.
- Evaluating own level of emotional intelligence in order to determine development areas.

Specific Outcomes:

Mastering the fundamentals of Emotional Intelligence (EQ)

- Demonstrate insight and understanding of how people management skills like emotional intelligence can enhance a HR Managers' ability to:
 - Personal mastery/development
 - Build effective interpersonal relationships
 - Leadership ability
- Mastering intrapersonal competencies:
 - Self esteem
 - Self confidence
 - Assertiveness
 - Locus on control
 - Attitudes
- Defining the fundamentals of EQ
 - IQ vs. EQ
 - Defining EQ
 - The value of emotions
- Building a business case for EQ for HR Managers
 - The profile of high and low EQ
 - The value and importance of being EQ
 - EQ's role in the organization
- The five competencies of EQ
 - Self-awareness
 - Self-regulation
 - Self-motivation
 - Empathy
 - Social skills/Effective relationships

Specific Outcomes:

Applying and developing the five competencies of EQ

- Apply techniques for responding to situations in an emotionally intelligent manner, in the capacity of HR Manager
 - Emotional skills for coping with varying HRM scenario's and situations
 - Applying emotional intelligence in a HR leadership context e.g. motivation, conflict management and creating a positive environment
 - Behavioural skills for coping with different scenario's in an emotionally intelligent manner
- Developing generic EQ improvement techniques, as a HR Manager
- Developing targeted EQ improvement strategies (based on the 5 EQ competencies)
- Personal effectiveness skills as HR Manager
 - Resilience
 - Assertiveness
 - Personal habits and life success principles
 - Stress management
- Self-analysis is conducted to determine own emotional intelligence abilities, in the capacity of HR Manager
 - Evaluating own level of emotional intelligence in order to determine strengths and development areas
 - Develop improvement techniques in each of the 5 competencies
- Consolidating into a Personal Development Plan

This 2 day training programme is specifically designed for:

- Chief HR Officers / HR Executives / HR Managers
- HR Business Partners
- Talent Managers
- Change Managers
- Human Capital / HR Professionals
- HR Generalists / HR Consultants / HR Practitioners

End of Training Programme

Booking Form

#: **LM**

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Please complete this form and return to: info@seven7training.co.za & will confirm your booking.

Company Name:

Postal Address:

Country:

VAT Number:

Tel Number:

Cell Number:

Date:

Authorized By:

Position / Signature:

Delegates Details *(please use block capitals)*

First Name & Last Name(s)	Email Address	Designation	Cell Number
1.			
2.			
3.			
4.			
5.			
6.			
7.			

1. Payment Terms On the return of the registration form, full payment is required within 14 working days. Payment must be received prior to the training start date. **Seven7Training** reserves the right to refuse entry into the conference should full payment not have been received prior to this date. Cancellation will be charged under the term set out below. **2. Cancellations, No shows & Substitutions:** Cancellations received in writing more than 21 days prior to the event being held carry a 50% cancellation fee. Should cancellations be received between 21 days and the date of the event, the full training fee is payable and non – refundable. Non-payment or non-attendance does not constitute cancellation. No show will be charged the full registration fee. Cash alternatives will not be offered, however, substitutes at no extra charge are welcome. **3. Alterations to advertised package:** **Seven7** reserves the right to alter this programme without notice or penalty and in such situations no refunds or part – refunds or alternative offer will be made. Should **Seven7** permanently cancel an event, for any reason whatsoever; the Client shall be provided a credit of the equivalent amount paid towards the cancelled event. In the case of a postponed or cancelled event, **Seven7** will not be responsible for covering airfare, accommodation, or other travel cost incurred by Clients. **4. Copyright:** All intellectual property rights in the materials distributed by **Seven7** in connection with this event are expressly reserved and any unauthorized duplication, publication or distribution is prohibited. **5. Program Information** indicated in brochure is for indicative purposes only. Final programme details including daily schedule and topics schedule may vary. Training assessment for SAQA/NQF points purposes not included as part of training program.

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☐ **(A) LOCAL**
Training Fee 2 (Days) = R 12,999

☐ **(C) INTERNATIONAL FEE**
Training Fee 2 (Days) = \$ 900