



## Collaboration skills

### Master the art of working together effectively

Working in teams is fundamental to success in any field. Yet today's teams are more spread out, more diverse and more complex than ever. Effective collaboration starts with a personal choice to be an accountable team member. Your contribution to the team has a powerful influence on how others engage with the collaboration process. Are you ready to get the best results out of working together?

**COMPETENCE<sup>+</sup>**

 **RELEVANCE**  
A SCHOUTEN & NELISSEN COMPANY



## Results

- Your colleagues see you as a trusted team player and a role model
- Your colleagues follow your example and become active collaborators
- Your colleagues value the insights that you bring into the group dynamic
- Your colleagues benefit from more effective collaboration

## Competences

In this training you will be working on the following competence(s):

- Conversational skills
- Cooperation
- Listening
- People-oriented leadership

Creating a more effective team-working environment is within your power. Are you ready to learn the tools and skills that you need to make it happen? This course welcomes individual performers like you. The path to successful collaboration starts with you.

## Participants

The maximum group size for the training course is 12 participants.

## Course description

### What will you learn

Together, we are stronger than the sum of our parts. Yet very often, teams struggle to overcome internal differences and achieve effective results. As a team member, you play a crucial role in creating an environment in which collaboration can flourish. In this blended learning keystone, you will gain the self-awareness that you need to effectively shape group dynamics.

Understanding your own role within the team helps you to contribute more effectively to group decision-making processes. You will become better equipped to serve as a role model to your team members, while also learning to appreciate and leverage the diversity within your team. By taking accountability for your contribution, you promote trust, which is crucial for your team's success.

## Program path





Some of the topics covered in the course include becoming a self-regulating, transparent, accountable team member, collaborating in line with your team's goals and your values and ambition, recognizing complex decision-making processes within your team. Additionally, you will learn to identify effective group processes and work around ineffective ones, build trust and cooperation within your team, and adapt your communication to suit cultural differences within the team.

### Training method

The Core program is a blended learning journey that forms the foundation for your skills. Relevant for professionals who are new to a skill and are ready for an in-depth learning experience. It is a 11-week program where you will receive ongoing support by a facilitator. During the 11 weeks you will get 1 day of group training, virtual peer coaching and online learning sessions.

### Accreditation

Relevance Learning has been awarded as a gold accredited learning provider by LPI (Learning and Performance Institute). This badge is received for its commitment to high quality process improvement in the provision of learning, development and training services to clients.

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### Certificate

On completion of the training course and subject to attendance and active participation, Relevance Learning will award a certificate. Our certificates are highly regarded in the business community.

### Duration

### Training Days

The Core program is a blended learning journey (in partnership with CrossKnowledge) that forms the foundation for your skills. Relevant for professionals who are new to a skill and are ready for an in-depth learning experience. It is a 11-week program where you will receive ongoing support by a facilitator. During the 11 weeks you will get 1 day of group training, virtual peer coaching and online learning sessions.

### Face to face training set-up:

- Week 1 Welcome Kick-off session and 360 effect scan
- Week 2 Online Learning
- Week 3 Online Learning
- Week 4 Online Learning
- Week 5 Face-to-face training from 9:30 AM to 5:30 PM
- Week 6 Online Learning
- Week 7 Virtual Peer coaching
- Week 8 Online Learning
- Week 9 Online Learning
- Week 10 360 Effect Scan
- Week 11 Online toolkit, certificate and evaluation

### Virtual training set-up:

- Week 1 Welcome Kick-off session and 360 effect scan
- Week 2 Online Learning
- Week 3 Online Learning
- Week 4 Virtual facilitator led training 1/2 day
- Week 5 Online Learning
- Week 6 Virtual facilitator led training 1/2 day
- Week 7 Online Learning
- Week 8 Virtual Peer coaching
- Week 9 Online Learning
- Week 10 360 Effect Scan
- Week 11 Online toolkit, certificate and evaluation





## Investment

### Training course

The price of the training course is € 1.500,00 (excl. 21% VAT).

Do you pay the invoice yourself? Then you automatically get a beneficial advantage. No 21% VAT will be charged. The price will then be € 1.500,00.

### Facility costs

The price for the use of the accommodation, coffee/tea and an extensive lunch buffet is € 95,00 (excl. VAT). You obviously do not pay any facility costs if you choose the online course in the 'virtual class'.

### Payment method

You or your organization will receive a digital invoice from Competence Training Institute – a Schouten & Nelissen company, which can be paid via bank transfer. Or use the payment link in the email for an internet or credit card payment (Mastercard or Visa). Please ensure that payment is made within 30 days of the invoice date and at the latest before the first day of class.

## Terms & Conditions

Our current terms and conditions are displayed at [www.competence.org/terms-conditions](http://www.competence.org/terms-conditions).

## Current start and registration dates

You can register for this training course at [www.competence.org/CPCOL](http://www.competence.org/CPCOL). For questions or help with registration contact [info@competence.org](mailto:info@competence.org) or call + 31 (0)418 682 938.

## Additional information

### Reserve your place

You can book an optional seat in the training you prefer. This will be valid for two weeks. This assures you of participation even if you cannot decide now. Book your option on our website or call + 31 (0)418 682 938.

### Incompany

Do you wish to do this training course together with colleagues? We also provide incompany training courses. We can develop training programs specially tailored to your organization's needs. For more information on tailor-made and in-house programs: Call + 31 (0)418 682 938 and book a telephone consultation.

### Free consultation

Unsure whether this training program fits your learning needs? Our program advisors will be pleased to support you in making the right choice. You can call them on + 31 (0)418 682 938 on working days between 8.00 AM and 5.30 PM.



## About Competence & SUAS

### Your talent is the focus

SUAS and our international brand Competence are committed to talent. Whether it is your talent or that of your team or organization, we develop talent by means of training, coaching and consultancy. This way we can contribute to your personal success and the success of your organization.

### Continuous learning

Our approach goes beyond classical training. Your learning is optimized by continuously working to achieve your own learning goals.

### The best training, from the best trainers

At Competence & SUAS you are trained by the best trainers. Professionals, trained in behavioral science and with broad experience in group-dynamic processes. Our trainers develop your awareness of your own abilities and help you to develop new skills and behaviors. Their style is down-to-earth and direct, with a strong focus on practical applications. They are also always abreast of and utilize the latest insights in their field.

### Choose for quality

Competence & SUAS stand for quality and permanent, positive results - since 1980. This has led to various recognitions and accreditations: Such as CEDEO, ISO 9001, ISO 27001 and NVAO. We are also a member of several industry associations such as NRTO.

### Training programs throughout Europe

Competence & SUAS offer you training at more than 30 locations in Europe. Our locations have been selected on the basis of accessibility and quality. And, as many of our training courses start on a weekly or monthly basis, you can start working on your personal development immediately! Start dates and locations can be found on our website [www.competence.org](http://www.competence.org). Please contact us if the location or date that you want is not listed. We will schedule extra

training programs in response to sufficient need.

## Contact

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## Planned events

Datum	Plaats
17-12-2024	VIRTUAL CLASS

Do you wish to register or if you would like more information about the start dates? Call +31 (0)418 682 938.

Version: 18-10-2024