

Communication SKILLS FOR CONSTRUCTION



Description:

Participants will learn how to improve their listening, speaking and writing skills as a construction leader.

Audience:

Construction Owners, Managers, Estimators, Supervisors, CSOs and Staff.

At the end of the course participants will be able to:

- Improve their writing skills: emails, texts, letters, RFIs and reports.
- Improve their listening skills: interpret body language, use reflective listening, deal with difficult people, and use good questioning skills.
- Improve their speaking skills: phone calls, meetings, small groups, and large groups presentations.
- Lead through vision casting and strategic focus.
- Learn the benefits of collaborative decision making and how best to lead leaders.

Course fee includes:

All books and materials, lunch, certificate upon completion and parking.

The course includes:

Two days (16 hours) of lessons with instructors plus an online portion involving research, reading and answering questions (7-8 hours) that will be marked by the instructors). The course is eligible for 4 CCA Gold Seal education credits upon successful completion.

The instructors:

Tim Williams, *B.Econ., MBA, CPA, GSC*



www.bgcpartners.ca