Developing Leaders – Graduate Program

Support your new graduate employees with the ATI-Mirage Graduate Program to assist in their work readiness and develop them as potential leaders of your organisation. This program is both practical and interactive and provides a seamless transition from study to work through enhancing workplace related behaviours and IT skills.

Who should join this program:

New workplace graduates who are seeking to increase their professional skills and capabilities. This program will support them to deliver efficient and effective outcomes and become adaptable in a dynamic work environment.

What modules will be covered:

MODULE NAME	DURATION
Self-Awareness with PRINT®	½ day
Resilience @Work	½ day
Time Management: Boost Your Productivity	½ day
Microsoft PowerPoint – The Essentials	1 day
Microsoft Excel Intermediate	1 day
Developing Self Confidence and Assertiveness	1 day
Dealing with Difficult Customers	½ day
Writing Reports and Business Cases	1 day

*Modules can be changed to include IT, project and safety modules. Modules can be customised and contextualised to suit your organisation needs.

What are the key learning outcomes of the program:

- Build and develop strong communication and interpersonal skills
- Understand resilience and how to build personal resilience
- Mastering skills such as time management and techniques for dealing with difficult customers
- Increase skills to present PowerPoints, to record and manage data and write a report or business case with purpose and impact.

Benefits of this program:

- Builds self-awareness and a commitment to personal development
- Supports participants to achieve organisational results relevant to their role
- Enhances their ability to communicate and influence effectively at their level

The program includes:

- 6 days of in person or virtual workshop options
- Facilitator led training and ongoing support at every stage of the program
- Practical application of skills through interactive learning
- Further development via individual and group coaching – pricing available
- Certificate of attendance upon completion of all modules
- Awarded with a digital badge upon completion of all modules in the program – this can be saved and shared on social media
- Individual and group program pricing available

Contact ATI-Mirage to discuss your <u>Developing Leaders</u> – Graduate Program today!
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