

Using Social Capital to Build Power and Influence

Power and influence are misunderstood concepts which are critical to appreciate to achieve individual success in business, government or nonprofit organizations. Organizations are hierarchical, political structures built on power and influence. Being able to understand how to navigate these structures will help guide your career and increase your satisfaction at work. In this seminar, you will learn how to increase your own power and use your own influence more effectively to reach goals that are important to you and the organization.

This interactive 8-hour seminar is divided into two 4-hour sessions. In the first class, you will learn about power, influence and authority and understand the various ways to garner power and to use your influence. You will then have the opportunity to practice gaining power and using your influence constructively in the workplace. In the second class, you will discuss the outcomes of your efforts and develop best practices. Finally, special cases of power and influence will be discussed, such as influencing your boss and influencing the change process.

Learning Objectives

- Learn the difference between power, influence and authority
- Become familiar with the sources of power
- Know the position and personal characteristics that foster power in organizations
- Learn why being an agreeable person will garner you more power
- Distinguish the symbols of power for managers in organizations
- Recognize the “principles of power”
- Assess your preferred strategies of influence
- Develop your own influence action plan
- Discover how to influence your boss effectively
- Understand how to use power in ethical ways
- Know how to influence others towards change



Jacqueline Hood, PhD

Dr. Hood is a Professor and Chair of the Department of Organizational Studies with the Anderson School of Management at the University of New Mexico. Her areas of expertise include team development and management, communication and conflict management, diversity issues, leadership and executive coaching, organizational needs assessment, and organizational culture change management. Dr. Hood is a noted speaker and valued consultant.



Participants rave!

- “Great instructor! Learned many good ideas to incorporate at work.”
- “Jackie is so adept at incorporating her knowledge to our situations.”
- “Excellent course on how to utilize power and influence within the context of leadership.”

Training Dates

March 6, 2014 from 8:00 a.m. – 12:00 p.m.

March 13, 2014 from 8:00 a.m. – 12:00 p.m.

Location

The BioScience Center

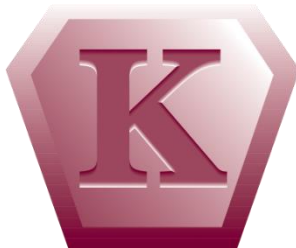
5901 Indian School Road NE, Albuquerque, NM 87110

Only \$200.00 per person!

Space is limited to 20 participants.

Keystone

Keystone International, Inc. (Keystone) is a small Albuquerque-based, veteran-owned consulting business that specializes in the strategic utilization of unsurpassed talent in the areas of organizational development, project management and technical support services. For the past 12 years, Keystone has provided a wide range of organizational development and management services, including: customized training, coaching and mentoring, organizational assessments, recruitment and selection, training needs analysis, strategy development, process improvement plans, succession planning, problem solving sessions, and human resource consulting.



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Continental Breakfast Served on Both Days

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<http://goo.gl/maps/XIz24>

Name

Organization

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Email

Name on Card

Card Number

Exp. Date

Send Registration Form To:

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Or Mail: 8224 D Louisiana Blvd. NE, Albuquerque, NM 87113