

TOM

LEADERSHIP & COMMUNICATION



Management Development

Everyone agrees with TOM!



Seminars

READ THIS FIRST
 LEARNING AND DEVELOPMENT.
 CHANGING THE WAY YOU VIEW
 YOU ARE WILLING TO CONSIDER
 READ THIS BROCHURE UNLESS
 MORE ENJOYMENT. DO NOT
 MORE ACTION, FASTER RESULTS,
 MORE USER FRIENDLY MODELS,
 FEWER, MORE MEMORABLE,
 RADICALLY DIFFERENT DELIVERY
 WORLD UPSIDE DOWN! WHY?
 TOM IS TURNING THE TRAINING
WARNING!



Motivational Speaking



Training Trainers



proudly presented by

TOM
INTERNATIONAL



Workshops

TOM Leadership and Communication

If your organisation is interested in leadership and communication training that is enjoyable, effective and actually changes behaviour and company cultures, maybe it's time to look at the TOM suite of workshops and training programmes.

What clients are saying about TOM

Heidi Palmer

TNT ICS Express.

'The TOM programme is really making a difference to how our managers communicate and manage their teams. The models are easy to use and it just makes so much sense. TOM makes other management development programmes look clumsy and complicated.'

Leatham Green

Head of Organizational Development, East Sussex County Council
East Sussex County Council, County Hall,
St Anne's Crescent, Lewes BN7 1SG

'It is always exciting when you come across someone or something that changes your view of life. To describe Ross, his book and his workshops in such a way is no exaggeration. He challenges your habitual behaviour in an encouraging way, he supports you with empathy and above all makes everything seem possible through the liberal application of good humour and fun.'

CG

Skills Learning and Development
- One of the 'Big Four' accountancy firms

'Thought-provoking, powerful, learning a lot whilst having fun, energetic, memorable, genuine – the TOM models are so simple, yet so very effective... I have rarely witnessed such powerful and impactful presentations.'

Nicola Warham

Director, Oddball Training Ltd

'Ross and his TOM programmes always get fantastic feedback!'

Frances Cooper

Head of Training & Development, AXA PPP healthcare & Shared Services

'...the feedback...is all good and I'm even hearing that Finance Directors are talking about "feelings"; and really thinking about how they run their departments... I would class that as a definite breakthrough. So once again many thanks for all the hard work you put into the day and no doubt we shall be working with you again and again and again!!!'

Read on to discover why people are saying these things...

TOM Programmes

Based on the book *Everyone Agrees with TOM*© by Ross Page, the **TOM Leadership and Communication workshops and learning events** can be used as a fully integrated series... or... individual modules as the basis for tailoring bespoke programmes. They employ the latest in En-Lightning Learning© techniques and are designed to work with the human brain using Multiple Intelligences - the same rapid learning techniques that children employ for fast acquisition and integration of knowledge.

The main thrust of the TOM concept?

How to influence yourself and others to get things done while maintaining healthy relationships. This process is aided by three simple phases:

- 1) There are twelve simple foundation models which underpin all the TOM workshops and programmes.
- 2) Modules built around these models are combined to create multi-sensory learning experiences in all aspects of effective leadership and communication.
- 3) Pre and follow-up work is designed to dovetail with and expand on these learning experiences, act as valuable evaluation tools and aid integration of content.



The 12 Core TOM Models:

TOM©

Gain agreements with Trust, clear Objectives and compelling Motivation



PEA©

Build Trust by assessing Persona, Effectiveness and Acceptance

VISTA©

Set Visualised, Inspiring, Specific, Time-bound and Assessable objectives



WIIFU

Motivate with... What's in it for Us? - you, me, us, family, team, the world...

Lemon Man©

Multi-sensory learning, teaching, remembering, creating and acting



MAL and BJ©

Do you Make, Assist and Let things happen or Blame and Justify

Triple 'A' Communication©

Agree with TOM, Adapt with TOM, Assess with TOM



Behavioural Blends©

Control, Perfect, Entertain, Mediate - 4 styles, many blends



Values Iceberg

Values drive behaviour, but do our behaviours match our values?

Pause Button©

Learning there is always time to pause and think before acting



The Whadayawant Girl©

Focussing on what we want (instead of the opposite!)

What 4 Feedback©

What happened?
What happened next?
What now?
What for?



Plus...

...applying the **NOPROBS©** model (Needs - Objectives - Preparation - Relevance - Opening - Body - Summary) for more effective meetings and presentations

...the **Holistic Wheel of Health©** for assessing health, balance and managing stress

Individual TOM Modules:

TOM can be effective in any personal or business scenario. All the modules listed below are based on the 12 TOM Core Models and can be - and indeed already have been - adapted and modified to suit any person, team or organisation that requires influencing of self or others. Doesn't that cover just about everything?

- **TOM's guide to Personal Excellence**

building self trust, setting personal objectives and establishing motivation

- **TOM the Master of People Skills**

building trust with others, setting meaningful objectives and establishing motivational factors that inspire action.

- **TOM Delivers Powerful Presentations**

building audience trust, fulfilling audience objectives and motivation

- **TOM and En-Lightning Learning©**

building trust in your ability to learn, setting meaningful learning objectives and establishing motivational factors that inspire personal learning and creativity

- **TOM and En-lightning Training©**

building trainee trust, setting meaningful trainee objectives and establishing motivational factors for individuals, groups and teams.

- **TOM the Effective Communicator**

building trust in self and others, setting meaningful objectives for self and others and establishing motivational objectives... of course, for self and others.

- **TOM builds Tremendous Teams**

building trust with and within teams, setting meaningful team objectives and establishing motivational factors that inspire teams and team members.

- **TOM and The Stress/Success Balance**

building trust in ones ability to manage stress, setting objectives that calm rather than exacerbate and establishing motivational factors that encourage calm action.

- **TOM the Creative Thinker**

building trust in individual or team creative ability, setting creative objectives and establishing motivating factors that reward breaking out of comfort zones.

- **TOM Leads Change**

building trust in individual or team ability to lead the change process, setting objectives that promote the positive effects of change and establishing motivational factors that ensure adherence to the agreed change process.

- **TOM the Time Traveller**

building trust in an individuals ability to manage time, setting time-bound objectives that ensure progress and establishing appropriate motivational factors.

- **TOM the Meeting Master**

building trust in both the chair and the meeting process, setting clear objectives that inspire success and establishing motivational factors that ensure each meeting attendee leaves with clear motivational factor for completing each action point.

- **TOM Cares for Customers**

building customer trust, setting objectives that satisfy both parties and establishing motivational factors that encourage both parties to fulfil their obligations.

- **TOM the Self -Centred Salesman**

building self and customer trust by ensuring that the needs of all the selves are met, setting objectives that inspire both seller and buyer into action and establishing the 'why should I?' for both.

- **TOM the Relationship Builder**

building trust in any and every relationship, setting objectives that work for both parties and ensuring motivational factors that inspire all concerned.

- **TOM the Competent Coach**

building client trust, assisting the setting of meaningful objectives and assisting the client to establish personal motivational factors that inspire personal action.

Integrated Programmes

Following are examples of how the TOM concepts, models and training modules can be, with the appropriate amount of research, assembled to produce an integrated programme based on the needs of your organisation and the individual needs of your delegates.

The TOM Leadership Programme (TLP)

Brief Outline

Self and Tasks (TLP1)

2 days + pre/post work

This 2-day programme introduces the 12 core TOM models and explores them from the perspective of understanding self, getting results and maintaining healthy relationships. It also focuses on lifestyle balance, understanding different behavioural/ leadership styles, exploring personal values and effectively 'receiving' personal feedback.

Individuals and Tasks (TLP2)

2 days + pre/post work

Further development of the 12 core TOM models to enhance skills for leading individuals. This workshop focuses on the influencing of others, questioning and coaching, the effective 'giving' of feedback, seeing old problems from new perspectives, basic meeting and presentation skills and VISTA goalsetting.

Teams and Tasks (TLP3)

2 days + pre/post work

Further development of the 12 core TOM models to enhance skills for leading teams. This workshop also focuses on establishing a team creative toolkit, exploring the impact of team and company values, understanding the

correlation between behavioural blends and team performance, discussing stages of team development and handling difficult feedback situations.

Presentation to Managers, Colleagues and HR (TLP4)

1 day

Approximately one month after the completion of TLP3, each delegate will deliver a fifteen minute presentation to a group of peers and managers. After each presentation there will be time allowed for each delegate to receive feedback from the group. This 1 Day module provides an opportunity to report on and evaluate the effectiveness of the TOM models and techniques in the workplace and to demonstrate excellence in leadership, presentation and meeting skills.

At TLP4 delegates also announce their plans for a three month leadership project on which they will report at TLP5.

Note: A minimum of one month is suggested between TLP modules 1-4 .

Three Month Leadership Project (TLP5)

1 day

Delegates return to present the results of their 3 month leadership project/s.

TOM's Leadership Excellence

This 8 day series of workshops is designed to follow The TOM Leadership Programme which will need to be completed before attending this programme.

TOM delivers Personal Excellence (TLE1)

2 days + pre/post work

- ◆ TOM and the power of Focus - 'De-cluttering' your life and your organisation by focussing on VISTA objectives rather than the consequences of change
- ◆ TOM discovers what he Could do rather than what he Should do
- ◆ TOM the time traveller – creative time/people management skills
- ◆ TOM Leads the Change Process – leading stakeholders skilfully through the ever-changing maze of change curves.

TOM develops Creative Teams (TLE2)

2 days + pre/post work

- ◆ Memory Linking – the road to a fantastic memory
- ◆ Memory Link Storyboards – linked visual imagery for retention and learning
- ◆ Creating your personal problem-solving toolkit
- ◆ The foolproof problem solving process
- ◆ On day 2 delegates bring a current project on which to focus their creativity

TOM delivers Powerful Presentations (TLE3)

2 days + pre/post work

- ◆ TOM the NOPROBS presenter
- ◆ How to get your point across every time
- ◆ Powerful Openings and memorable Closes

- ◆ Sequencing and flow – making sure everyone knows where you're going
- ◆ Dynamic platform skills and use of visual aids
- ◆ Clever use of verbal, vocal and body language and rhetorical devices
- ◆ Reading your audience - presenting to different behavioural styles

Presentation to Managers, Colleagues and HR (TLE4)

1 day

- ◆ Approximately one month after the completion of TLE3, each delegate will deliver a fifteen minute presentation to a group of peers and managers. This will be a demonstration of all the models and techniques learned and practiced since the completion of the first three modules. After each presentation there will be time allowed for each delegate to receive feedback from the group. Delegates also announce their plans for a three month leadership project on which they will report at TLE5.

Project Presentation Day (TLE5)

1 day

- ◆ Delegates return to deliver the results of their 3 month Leadership Excellence project to peers, managers and HR representatives. This provides a focus for the three months leading up to the TLE5 presentation enabling subconscious consolidation of the TOM principles and techniques. It also allows delegates to confirm knowledge shift and especially observe, measure and record behavioural changes within their teams and their organisation.

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