

Managing Effective Workplace Relationships in an International Office Context

This workshop focuses on the outcomes required to develop and manage effective workplace relationships with particular regard to communication and representation in international education contexts.

Student advisors and support staff are often required to develop and maintain positive relationships in internal and external environments so that employees, students, and the organisation achieve planned outputs and outcomes. They play a prominent part in motivating, mentoring, coaching and developing team cohesion within culturally and socially diverse teams.

In this context, work is normally carried out within complex and diverse methods and procedures, which require the exercise of considerable discretion and judgment, and the use of a range of problem solving and decision making strategies.

Objectives

This workshop aims to provide the participants with skills to:

- Analyse and communicate information sources and distribution
- Establish systems to develop and maintain effective working relationships and networks
- Implement strategies to overcome difficulties