

## Program Title: 10 Soft Skills You Need

### Description

The meaning of Soft Skills can sometimes be difficult to describe. It can be that unique attribute or characteristic that facilitates great communication. It can be the special way that you show confidence in a challenging situation. These and other events can become more easily managed with this great workshop.

### Highlights:

With our 10 Soft Skills You Need workshop participants will begin to see how important it is to develop a core set of soft skills. By managing and looking at the way people interact and seeing things in a new light, participants will improve on almost every aspect of their career.

### Learning Objectives:

Discuss how soft skills are important to success in the workplace

Understand the 10 key soft skills everyone should have;

Understand how to use soft skills to communicate, problem-solve, and resolve conflict

Apply soft skills to specific situations

Use soft skills to relate more effectively to others in the workplace

Apply soft skills to specific situations

### Course Information:

<b>Required Knowledge, if any:</b>	none
<b>Who Should Attend?</b>	Individual Contributors, new supervisors, experienced managers, Senior Leaders
<b>Advanced Prep, if any:</b>	none
<b>Level:</b>	any
<b>Field of Study:</b>	Leadership Development