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| ABOUTSTEVE LEMMEXSteve has over 30 years experience in training and consulting, and currently develops and instructs Project Management and Management Skills programs throughout the United States and Canada, as well as in Europe and Asia. He has worked in two North American-wide training organizations, and on contract for several large US-based training companies. He is a certified Myers Briggs Facilitator and a Project Management Professional (PMP).Steve’s clients have included Fortune 500 companies (IBM, Verizon, Sprint, Symantec, Wells Fargo) as well as large organizations such as Atomic Energy of Canada, the National Research Council, the US Federal Reserve Bank, US Justice Department, Chicago Stock Exchange, and America’s Armed Forces. Steve holds a Bachelor’s degree and a Master’s in Business Administration. |





LEADERCAMP

ACTIVE LEADERSHIP SERIES
ON COMMUNICATION

WITH

STEVE LEMMEX

FEBRUARY 20, 2024

Communication is the key to business — but communication is said to break down up to 80% of the time. What should you do about it? First, you need to know how it breaks down and what you can do to achieve clarity in your business, and your personal communications.

In this second Leadercamp in a five-part series around Active Leadership, PMP and Managing Partner at Lemmex Williams Training, Steve Lemmex explores some tools you can use to ensure clarity, especially when you are providing instructions or delegating.

We also know that generations communicate differently, and it’s not just about the technology. This Leadercamp also reveals how different generations choose different means of communication to demonstrate urgency and formality in their messages, so you can get your team on the right page.

PARTICIPANTS WILL

* Understand why communications break down
* Discover tools to achieve clarity in communication
* Identify generational preferences in communication

PREPARING FOR
THE LEADERCAMP

The Leadercamp Guide can be used as a tool for facilitators and participants to get the most out of a Leadercamp experience. It includes an overview of what will be covered in the Leadercamp, information about the presenter, and suggestions for different ways you and your team can learn together or individually. Each guide concludes with application and reflection prompts to apply what you've learned.

## About This Guide

This guide will help you prepare for and facilitate the program ***ACTIVE LEADERSHIP SERIES ON COMMUNICATION***. The purpose of this guide is to help you generate a dialogue among participants and apply key concepts from the presentation to your own learning objectives. The guide can be leveraged effectively for both large and small groups.

## The Audience

This program is for executives, managers, supervisors, and line staff. Ideally, the materials should be presented in a group setting, where the responses of others can be discussed and shared.

## Watch As a Team

Prior to the Leadercamp, Zoom links are set up in Percipio. To host the Leadercamp for your team with Zoom, clink on the Zoom link for the Leadercamp so that it's ready to start on your screen. Then start a Zoom meeting, share your screen, and when you get asked what you want to share, choose the browser window with the Leadercamp ready to play. Select **Share** and enjoy! Be sure to contribute to the discussion in the chat feature.

## For Individual Viewers

Watching alone this time? No problem. Click on the Zoom link in Percipio for the Leadercamp and begin watching. Get the most out of the event by participating in the conversation via the chat feature and by taking notes. And don’t forget to ask any questions you may have during the Q&A session.

APPLY WHAT YOU’VE LEARNED

Answer these questions to reflect on the Leadercamp and reinforce the ideas, practices, and strategies you’ve learned.

1. What are some communication challenges you face in your business?
2. How does what you learned relate to what you already knew?
3. What are 3 key takeaways from today’s Leadercamp?
4. Who could you ‘tell’ or share this with? Who would care and/or benefit the most?
5. After attending this Leadercamp, what are some strategies you will apply when seeking to achieve clarity in your communications?
6. What’s one thing the Leadercamp inspired you to do differently moving forward?