

Building a Highly Effective Executive Team



The Executive Team-Building Program Overview: A One- to Two-Day Workshop

Executive teams are complex and dynamic entities. By addressing and engaging in fundamental team-building principles, executives will analyze and build a better understanding of the dynamics that exists among team members and the impact these dynamics have on task accomplishment. Team members will use this understanding to work together toward greater team effectiveness and growth.

The ultimate outcome of this team-building program is to have a high level of commitment to a common purpose having shared goals and shared accountabilities. The executives in the team believe that:

- Team members have a reason and purpose for working together effectively.
- Team members need each other's experience, ability, and commitment to achieve the mutually held goals.
- Team members believe that working cooperatively will lead to more effective output than working alone.
- Team members wish to become great leaders, inspire each other, and leverage the full potential of each executive.
- Team members work together in order to help others be greater than they are when working by themselves.

What Participants Will Learn

- Skills for building mutual trust, confidence, and influence with each other.
- The most effective way to define a team's purpose, and "the job to be done."
- How to connect the work of the team to the overall strategy of the firm.
- Skills to master effective interpersonal communications between executives.
- How to bring clarity to executive roles and responsibilities.
- How to work effectively as a group and team.
- How to handle conflicts within the team.
- How to influence with integrity.
- How to understand and manage small group dynamics, tasks, and process.
- How to build team consensus.
- Skills in verbal and non-verbal communications.
- How to communicate like a "trusted advisor."
- How to build team goals and objectives.
- How to effectively utilize team resources, skills, talents, and abilities.
- How to be an effective leader.
- How to master team problem solving and decision making.
- How to define the team's character, priorities, and tasks.

"If there is anything I would like to be remembered for it is that I helped people understand that leadership is helping other people grow and succeed. To repeat myself, leadership is not just about you. It's about them."

— Jack Welch

- How to effectively recognize and leverage individual and team strengths.
- How to build cohesiveness.
- How to build team innovation and creativity.
- How to run an effective executive team meeting.
- How to work effectively with different team member personalities.

Program Preparation and Data Gathering

To focus and tailor the workshop to your needs prior to each session the facilitator will conduct personal telephone interviews with each participant. The information that is gathered will be integrated into the workshop design to ensure content and process relevancy, improve participant buy-in, and speed the application of the skills to the work environment. Executives will leave the workshop confident in the use and practice of their team skills and motivated to use them. Immediate team effectiveness will result.

Learning Modalities Utilized in the Workshop

Participants will be actively engaged throughout the workshop through their involvement in:

- Lecturettes.
- Small and large group discussion.
- Role playing.
- Brainstorming.
- Cases, self and team assessment, and instrumentations.
- Simulations.
- Problem solving.
- Action planning.



Your Facilitator: Mark Hordes

Education:

- MBA and MS Aurora University.
- American Graduate School of International Management.
- BS, University of Houston.

Professional experience:

- Senior management advisor and consultant.
- Co-author of *S-Business: Reinventing the Services Organization*.
- Former partner, Andersen Consulting, now Accenture (SAP, ERP business development: technology, software and change management global engagements).
- Professional services sales track record from \$5 million to \$500 million while a Big Five partner.
- Vice president, international business development, The American Productivity & Quality Center.
- Best Services Sales Article Award, AFSMI, "Best Day, Everyday, Rules of the Road for 'Getting to Yes' in Selling Professional Services."
- Professor, The University of Houston.

"Players win games; teams win championships."

— Bill Taylor

- Vice president of services marketing, Dillingham Associates, Inc.
- Highly acclaimed professional services sales and marketing keynote conference presenter and seminar leader.
- Clients include 3M, AGFA, Allstream, Canon Europe, Caterpillar, Cisco, Computer Design & Integration, Datatel, Diebold, EDS, Emerson, Fujitsu, Gambro, Intel, Konica Minolta, Kronos, Plumtree Software, AFISM International, CompTIA, CIMPA, Association of Internal Management Consultants, Sealed Air, Eclipse, Shell, Stratus Technologies, Taleo, Timberline Software, VW Worldwide, Jefferson Wells International.

Past Participants Say:

“The Executive Core Consulting Trusted Advisor Skills workshop gave us valuable insights into the world of consulting. I enjoyed Mr. Hordes’ presentation of the concepts and practical examples from his rich consulting experience. He is a great instructor! I liked the combination of reasonably rapid-paced teaching and quick hands-on exercises. It helped our team maintain a high level of interest throughout the workshop. All in all, it was a great experience and a worthwhile workshop for me!”

— *Pinakin Jaradi*
Director, Client Services
Shell USA

“Outstanding! Our CompTIA members gave Mark Hordes terrific feedback after the How to ‘Become a Trusted Advisor’ presentation.”

— *Richard Rysiewicz*
Vice President Services
CompTIA

“The team-building training was very dynamic, very well implemented, clear and interesting. I give it a 10!”

— *Florence Suzanne*
Senior Vice President
EDS

“Better than good! I will recommend it to my company and peers.”

— *Bill Allen*
Vice President, Consulting
U.S. Fujitsu

Contact Information:

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