

## Essential Workplace Skills - Communicating with Executive Presence

Do you have a confident, credible presence when you interact with others? The ability to articulate your thoughts clearly, inspire trust and create genuine connections with people from diverse backgrounds is an essential skill that contributes to success both in Law school and in the workplace.

We know that as an intern or trainee building connections in the workplace may seem daunting. That's why the Law Careers team has organised this fun and interactive hands-on workshop, where you can grow your confidence and credibility to foster authentic connections with various stakeholders at the workplace. By the end of it, you will be better able to project executive presence and learn strategies to maintain your presence even in challenging situations.

You will learn how to inspire confidence among colleagues that you're capable and reliable and more importantly, how to inspire confidence with senior leaders that you have the potential to do great things.

Sign up now and give your career a valuable headstart.

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**Date:** 27 February 2024, Tuesday  
**Time:** 9:30AM to 5:30PM (Lunch and Tea will be provided)  
**Venue:** Wee Chong Jin Moot Court  
National University of Singapore, Faculty of Law

### **IMPORTANT NOTE -**

1. This workshop is limited to the **first 30 students**.
2. Confirmed attendance numbers are important to ensure we can continue to attract quality trainers. CFG@Law staff and trainers make extensive preparations for workshops. Please show respect for their time and effort. Many workshops have limited capacity – do not deprive another student of a chance to attend.
3. **Fees of \$145/participant is fully subsidized by the Faculty of Law.** Please note that any student who defaults on attendance without a valid reason after registration will have to bear the cost of the workshop personally.

Register

## About the Trainer:



**Carolyn Peer**  
**Professional Development Trainer,**  
**British Council Singapore**

With over 20 years of facilitation and training experience in multi-cultural workplaces, Carolyn is adept at culturally aware learning. She has lived in over ten countries and has held many positions in the public and private sectors, including Regional Programme Development and Funding Advisor, Business Coach, University Lecturer and Teacher. Her expertise is reflected in the variety of institutions she has trained at such as the Czech Ministry of Foreign Affairs, Czech Ministry of Defense, European Commission, Czech Central Bank, Czech Technical University, McKinsey & Co to name a few.

Carolyn has trained corporate professionals in communicating effectively with colleagues, negotiation strategies, and academic as well as technical writing. She has also developed specialised training programmes around soft skills development, building language awareness, and improving project management. Carolyn strongly believes in practical solutions and context for her learners. In the training room, she stimulates and challenges learners to turn problems into opportunities. She also ensures specific needs are addressed, offers extra resources, and integrates tools and techniques. On a personal level, Carolyn is committed to pushing her learners' thinking and opening their minds to the bigger picture.



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