

# 正向領導-鼓動人心 培訓課程

領導才能一直以來都被定性為管理階層中最首要的議題。它被視為一種個人素質，不單包括管理理論及技巧，而且亦十分重視情緒管理能力及人際協調能力。本課程讓參加者了解以「正向心理學」及「正向組織學」為基礎的正向領導模式；並確實地掌握及實踐4P正向領導策略，包括Positive Climate（培育正向氣氛）、Positive Communication（促進正向溝通）、Positive Relationship（建立正面聯繫）及Positive Meaning（提升正面意義），從而身體力行地鼓動熱誠、激勵人心、發揮正向影響力，令團隊委身投入，提升員工與團隊間合作的正能量。

**上課日期：**2014年7月3日（星期四）

**上課時間：**上午9時30分至下午5時30分

**上課地點：**九龍尖沙咀加連威老道33號地窖

**培訓顧問：**蔡婉珊女士 高級顧問（家庭及婚姻治療師、高級快樂教練）

**費用：**本公司「僱員支援計劃」客戶\$900；非客戶\$1,000（二人或以上同時報名，可獲九折優惠）

**截止報名日期：**2014年6月26日（星期四）

**報名手續：**請填妥報名表，並連同劃線支票（支票抬頭為富達盟信顧問有限公司，並在支票背面寫上參加者姓名）於截止日期前親臨或寄九龍尖沙咀加連威老道33號7樓僱員發展服務/富達盟信顧問有限公司收。

**報名須知：**本公司收到報名表格及課程費用後，將於開課前一星期以電郵聯絡參加者確認課程開辦或取消。除非課程取消，已繳費概不退還。參加者會在課程舉行當日於接待處領取正式收據。

**查詢：**請致電2731-6274 或電郵kathyliu@fourdimensions.org 向廖小姐查詢。

## 正向領導-鼓動人心培訓課程 報名表

姓名：(中文) \_\_\_\_\_ (英文) \_\_\_\_\_ (First/Middle Name) \_\_\_\_\_ (Last Name) \_\_\_\_\_

公司名稱： \_\_\_\_\_ 服務類別： \_\_\_\_\_

職位： \_\_\_\_\_ 聯絡電話： \_\_\_\_\_

電郵地址： \_\_\_\_\_ 傳真號碼： \_\_\_\_\_

地址： \_\_\_\_\_ 費用： \_\_\_\_\_

你對本課程的期望： \_\_\_\_\_

此欄由本機構填寫

支票所屬銀行/號碼： \_\_\_\_\_ 收據號碼： \_\_\_\_\_ 經辦人及日期： \_\_\_\_\_

參加者聲明：本人自願向僱員發展服務/富達盟信顧問有限公司提供以上資料作公司處理工作坊報名及日後通訊之用，並明白除個人資料(私隱)條例的豁免範圍外，本人有權查閱及更正個人資料。本人清楚知道，為確保培訓之質素，整個過程會可能被攝影或錄音。

參加者簽名： \_\_\_\_\_

日期： \_\_\_\_\_

# Positive Leadership - Leading for Team Synergy

Leadership has always been on the top of management agenda. It has been viewed as a personal quality, which involves not only conceptual skills but emotional and interpersonal competencies. The workshop will assist participants understanding Positive Leadership Model which is based on the basic concepts of Positive Psychology and Positive Organization, and applying the 4Ps of Positive Leadership Strategies (i.e. Positive Climate, Positive Communication, Positive Relationship and Positive Meaning) in the workplace. Participants will then acquire the ability of positive leaders to arouse enthusiasm, energize people, initiate and create positive changes, which can maximize team commitment and cooperation in the organization.

Date: 3 July 2014 (Thursday)

Time: 9:30-17:30

Venue: LG, 33 Granville Road, Tsimshatsui

Trainer: Ms Alice Timberline, Senior Consultant

Fee: EAP Client: \$900; other client \$1,000 (2 or more enroll, 10% off discount will be given)

Application Deadline: 26 June 2014 (Thursday)

**Application Method:** Please send the application forms and cheque to "Four Dimensions Consulting Limited, 7/F 33 Granville Road Kowloon Hong Kong" and "Attention to: Ms Kathy Liu". Cheque should be crossed and made payable to "Four Dimensions Consulting Limited", please also kindly mark your name at the back.

**Remarks:** Confirmation email will be sent to participants one week before the training course. There is no refund on application fee unless the course is cancelled by Four Dimensions. Receipt will be given on the training day.

**Enquiry:** Ms Kathy Liu, Tel No.: 2731-6274 or email: kathyliu@fourdimensions.org

## "Positive Leadership - Leading for Team Synergy" Application Form

Name: \_\_\_\_\_ (First/Middle Name) \_\_\_\_\_ (Last Name)

Company Name : \_\_\_\_\_ Service Industry : \_\_\_\_\_

Position : \_\_\_\_\_ Tel. No : \_\_\_\_\_

Email Address : \_\_\_\_\_ Fax. No : \_\_\_\_\_

Address : \_\_\_\_\_ Fee : \_\_\_\_\_

Expectation: \_\_\_\_\_

This part completed by staff

Cheque No. & Bank : \_\_\_\_\_ Receipt No. : \_\_\_\_\_ Signature & Date: \_\_\_\_\_

**Declaration:** I voluntarily provided the above my personal data to Employee Development Service/ Four Dimensions Consulting Limited for enrollment and contact use. I understand that except where there is an exemption provided under the Personal Data (Privacy) Ordinance, I have the right to request access to or correction of my personal data. To ensure service quality, I understand there might be video tape or sound recording during the training.

Participant's Signature : \_\_\_\_\_ Date : \_\_\_\_\_