

Confident Meeting Leadership

Workshop information



Equip your leaders to run effective, inclusive, and impactful meetings

Meetings are at the heart of team collaboration, yet many leaders struggle to lead them effectively. Poorly run meetings can waste time, hinder decision-making, and lower team morale.

This three-hour workshop focuses on giving leaders the skills and confidence to chair meetings that drive alignment, ensure inclusion, and deliver results. Part of the **Collaborating** and **Communicating** practices of the **practive8** model, this session helps participants take control of their meetings and make them productive and engaging.

Why confident meeting leadership matters

Effective meetings are essential for decision-making and team alignment. Leaders who can chair meetings with confidence and purpose can:

- Encourage active participation and ensure all voices are heard.
- Keep discussions focused and productive.
- Build trust and create a collaborative atmosphere.

“A meeting moves at the speed of trust.” – Stephen M. R. Covey

Workshop features for maximum impact

1. **Interactive scenarios** Participants practise chairing meetings using real-world scenarios. Facilitators simulate challenging dynamics, providing instant feedback and actionable insights.
2. **Core principles of effective meetings** Learn practical techniques for setting agendas, managing time, and achieving meeting objectives.
3. **Prepare, practise, perfect** Includes pre-work (key reading) and post-workshop resources to embed learning.
4. **Customised for your context** A 30-minute pre-session call ensures the workshop reflects your organisation’s meeting challenges and goals.

Who is this workshop for?

This workshop is ideal for team leaders, project managers, and senior leaders who want to improve their ability to lead effective meetings and manage group dynamics. It’s especially valuable for those who chair cross-functional or high-stakes meetings.

Why choose practive8?

- **Proven expertise:** Trusted by organisations across sectors, from healthcare to finance.
- **Practical and engaging:** Our workshops are designed for immediate application and real-world impact.
- **Skilled facilitators:** Facilitators bring meetings to life, ensuring participants leave with practical tools and greater confidence.

Take the next step

Contact us to book your session and give your leaders the tools to run effective, inclusive, and impactful meetings.

Pricing information

We offer two flexible options to suit your team:

- Small Cohort (8–11 participants): **£3,600** per session
- Large Cohort (12–16 participants): **£4,100** per session

If you’re booking multiple workshops, we offer discounted rates. Get in touch, and we’ll provide a pricing plan that works for you.