



Handling Office Politics

Office politics is an ugly pair of words. Many of us would deny that it exists in an office, but it is inevitable for office politics to exist. There can be good politics and bad politics, but the point is that it is there, and people in the office either navigate it, or end up its victim. Effective handling of office politics ends up in a number of ways: in your favour, in someone else's, or victimising someone in the office.

This training course is therefore set to help your team members effectively handle office politics and not become its victim. We highlight the need to remove gossip, office talk and when presented with it, how to avoid becoming involved.

Course Overview

The first part of the day will be spent getting to know the participants and discussing the workshop. Students will have the opportunity to identify their learning goals.

What is regarded as workplace politics?

In this session, participants will learn the different types of workplace politics within the work environment.

Stay Positive

In this session, participants will learn the importance of staying positive amidst politics. Participants will explore the difference between positive and negative politics.

Communication Skills

In this session, participants will learn the importance of communication and how it will ultimately change the landscape of the workplace and their working conditions. After this session participants will want to create a more positive workplace.

Watch What You Say

In this session, participants will learn the importance of adhering professionalism in communication despite the negative politics in the workplace.

Never Play Negatively, but Play

During this session, participants are taught on how to play the politics game anyway but play a totally different game from those negative politicians. We teach participants how certain tools and methods can help them avoid the politics making them a winner in the game.

Workshop Wrap-Up

At the end of the course, students will have an opportunity to ask questions and fill out an action plan.

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