

COMMUNICATION CONSULTING

Understanding our audience and delivering just the right message through the right channel require a host of skills (including listening, audience analysis, content development, and selection of the best format and medium), the ability to inspire and influence, platform skills and poise, and effective impromptu and informal conversation skills.

We have the communication consulting experts who can help you meet any type of written or verbal communication goals.

JUST-IN-TIME ON-CALL SERVICE

This is one of our most popular services. It's not a training program; it's hands-on help with your immediate objective, which may be a high visibility presentation, a meeting, a written announcement, or any type of communication need. And it's not meant to replace training programs – professionals need the valuable seminars offered by top-notch presentation skills trainers. This service is intended to reinforce and build on your skills while helping you develop your story or key messages, put together powerful PowerPoint presentations, and practice prior to your big event. We do the writing, the slides, and the documents and serve as your audience, personal trainer, and coach to make sure you deliver your message with style and impact.

COMMUNICATION STRATEGY

Even the best business strategies, change initiatives, and most positive corporate messages can miss the mark unless they are introduced and managed with a communication strategy that supports your team's mission, values, and business objectives. If you don't have a communication strategy professional staff or your communication specialists have more projects than they have time to manage, we can handle **communication planning** for any size initiative. We can also provide the **hands-on business writing to help you communicate with excellence** and consistency through a variety of media.

PRESENTING PERSUASIVELY

Whether you are speaking one-on-one or presenting before many, you can reach and influence your audience if you know your key messages cold and deliver them persuasively. Defining the heart of your speech or presentation through a series of key messages delivers a value proposition designed to speak to specific audiences and ensures that they remember and act on what is shared. Our proprietary model helps link the needs and skills of an audience with the desired behavior that a presenter wants to inspire.

Our experts help **plan and write presentations**, enhance delivery by **improving body language and vocal skills**, and hold speakers accountable through **guided scripting** and **practice sessions** (using technology or **in-person training** for individuals and **interactive communication workshops** for teams and organizations who want their employees to communicate more effectively).

BUSINESS WRITING SKILLS BUILDING

Writing is not a talent, but a skill that requires an understanding of the rules of writing, practice, and rewriting. Professionals may know what they want to achieve with their writing, but want to increase the impact by using just the right words in the best way possible so that they always deliver clear messages that inspire others to action. Our skills building is tailored to the type of writing you want to master whether it be **letters, announcements, scripts, press releases, stories, resource guides, brochures, or standard operating procedures**. We also **help individuals and entire teams write business objectives, strategies, and development plans**. We are available to do this training with groups or individuals, and we offer just-in-time service when there's a sense of urgency about mastering this skill.

FLAWLESS MEETINGS

Meetings that work right have a ripple effect that flows throughout an entire organization: teamwork and communication improve, energy is elevated, and productivity multiplies. But great meetings don't just happen – they evolve from creative thinking, planning, preparation, excellent facilitation, and prompt follow-up. Our communication professionals build competency in the skill set critical for leading and participating in meetings that exceed expectations. We help shape effective agendas, share our toolkit of step-by-step procedures, and consult on flawless facilitation skills. We also provide excellent onsite facilitation services that allow all participants to participate fully in a quality outcome.

SUMMARY

Our communication consulting services flex to help you meet your unique business needs. We are committed to ensuring that your communication drives the behavior required for a high-performing organization. To that end, we will customize a plan that addresses your unique situation and helps you communicate measurable, sustainable, outstanding results.