

BELIEVING IN AUTHENTIC LEARNING

Training Program

EFFECTIVE TEAMWORK SKILLS

PACE

PACE Institute of Management

A background image showing several hands of different skin tones and nail colors (one with red polish) assembling white puzzle pieces. The puzzle pieces are set against a dark blue background with a pattern of lighter blue puzzle pieces. The image is framed by a dark blue diagonal band that contains the text.

Training Program

EFFECTIVE TEAMWORK SKILLS

There is an African proverb: *“If you want to go fast, go alone, if you want to go far, go together”*. In today’s work environment, where everything is becoming more and more connected and interdependent, no individual or organization can achieve true happiness and lasting success without teamwork spirit and skills.

So how can organizations and individuals improve their teamwork spirit and skills? The answer lies in the **“Effective Teamwork Skills”** program designed and implemented by PACE Institute of Management (which has over 20 years of experience in leadership development, training experts and coaching employees for thousands of businesses).



TARGET PARTICIPANTS

This training program is designed for the following participants:

- Leadership and management levels in organizations;
- Functional directors, Head / Deputy of Departments in organizations;
- Team members and/or individuals who want to develop their teamwork skills.

(The program is not suitable for students or those who have not worked in a corporate environment.)

PROGRAM OBJECTIVES

After successfully completing this program, participants will be able to:

- Understand the importance and necessity of teamwork;
- Understand the principles, processes and methods to improve teamwork effectiveness;
- Identify and know how to solve problems arising in teamwork.

PROGRAM CONTENT

Part I. Why Teamwork?

- The importance and necessity of teamwork;
- Causes of poor teamwork.

Part II. The Fundamentals of Effective Teamwork

- Our team's purpose, meaning & values?
- Team goals and targets to be achieved;
- Building a spirit of dedication for a common goal;
- Collaborative processes and policies.

Part III. The Methodology of Effective Teamwork

- Principles & methods of teamwork;
- Application Model (Johari Window);
- Human problems in teamwork:
 - Common human problems;
 - Resolution principles and methods.

Part IV. Program Summary & Application Orientation



DURATION & TUITION

- Duration: The total duration of the program is **02 sessions** (equivalent to 06 hours). You can choose to study in the evening, weekdays or weekends. Please see the detailed schedule of upcoming courses on PACE's website: www.PACE.edu.vn.
- Tuition: For the official fee and preferential policy for early fee transfer or group registration, please see details on PACE's website www.PACE.edu.vn or contact PACE's Training Consulting and Training Department.

The logo features the word "PACE" in a large, bold, blue sans-serif font. A small, dark blue triangle is positioned between the 'A' and 'C'. Below "PACE" is the text "INSTITUTE OF MANAGEMENT" in a smaller, blue, all-caps sans-serif font. The entire logo is centered within a white diamond shape, which is outlined by a double blue border. The background is a solid blue color with a white geometric shape on the left side.

PACE

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