



PostDoc Center Adlershof



2-Day Workshop:

Prepared for leadership: Self- and Stakeholder-management

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Content

Would you like to organize your workdays more efficiently? Do you want to manage collaboration in a more focused way? Would your work benefit from optimizing your interactions with those who have an interest in your projects?

This workshop prepares you for leadership positions by improving how you lead yourself and your projects. Work in the seminar will help you to organize yourself better, by reflecting your work style based on resilience and by suggesting tools for self-management. We address planning work, priorities, and how to include self-care in your work habits.

In the post-doc phase, much of your work is project work and you are assuming an increasingly leading role in your projects. We focus on dealing with people and groups of people who are affected by your work or have an interest in influencing its process and results. You will learn tools to analyse such stakeholders and plan how to deal with relevant stakeholders. You will be able to apply these directly to your own professional situation through practical exercises. You will benefit from the ideas and experiences of other participants in peer exercises. We practice the change of perspective and determine which stakeholders you should deal with and how.

After the workshop, you will have reflected on the process of your work. You will have learned how to write more useful to-do lists and how to set priorities better. You will have identified the stakeholders in your most important project and defined the next steps on how you want to act in your position.

Workshop language: English

Venue:

Späth-Arboretum, HU Berlin, Späthstraße 80/81, 12437 Berlin

The event is aimed at **Postdocs** at an early career stage.
Max. 12 participants.

Please register by mail until 07 September:
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