



Short and Sharp

Short Programmes at IMI

Inspiring Leadership Performance



Taking you to the next level

Our Short Programmes offer the high impact, results-focused development you need to progress to another level with confidence.

This Spring 2022, IMI's suite of Short Programmes will be delivered either virtually via IMI's Virtual Learning Environment or face-to-face on the IMI campus.

Our High Impact Transformation learning approach lies at the core of all IMI programmes, meaning these sessions, whether in-person or virtual, are always interactive, engaging and experiential.

Paperless policy

Brochures and course materials will exclusively be available to participants on our immersive Virtual Learning Environment. By adopting a paperless approach, IMI and our participants are reducing our carbon footprint and doing our bit for the planet. IMI's mission is to equip leaders to build the future. We are mindful that this future depends on organisations finding creative ways to sustainably deliver performance, both sustainability in the human performance of organisations and in how we use the planet's resources.


















Programmes Dates & Formats



Face to face



Virtual

Programme	Date	Delivery
Advanced Negotiation Skills	13-Jun-22	IMI Live 
Breakthrough Sales Management	09-May-22	IMI Live 
Change Management	14-Mar-22	IMI Live 
Communicating for Performance	06-Apr-22	In Person 
Essential Skills of Management	11-Apr-22	IMI Live 
Essential Skills of Management	14-Jun-22	In Person 
Facilitation Skills	12-Apr-22	In Person 
Finance for the Non-Financial Manager	16-May-22	In Person 
Frontline Management – The Foundation Skills	27-Apr-22	In Person 
Frontline Management – The Foundation Skills	01-Jun-22	In Person 
Frontline Management – The Foundation Skills (Cork)	18-May-22	In Person 
Growing Key Accounts	03-May-22	IMI Live 
High Impact Leadership Programme	16-May-22	In Person 
Management Bootcamp	13-Jun-22	In Person 
Managing People (Cork)	13-Jun-22	In Person 
Taking the Lead – Women In Leadership	04-Apr-22	In Person 
Think on your Feet	05-Apr-22	IMI Live 



Course Details

3 facilitated workshops/6 days



Schedule



Programme 1 (Online)

11 & 12	April 2022
09 & 10	May 2022
07 & 08	June 2022



Programme 2 (On campus: Dublin)

14 & 15	June 2022
12 & 13	July 2022
05 & 06	September 2022



Price

Corporate Member:	€3,425
Non-Member:	€3,995

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Essential Skills of Management

Achieve management excellence

As your career develops, having the core management skills needed for each and every stage is key to your success.

This programme's for you if:

You are a developing manager with at least six months' experience.

The Experience:

This programme will set you on the path to high performance by building on your existing management expertise and developing new competencies such as planning, problem-solving and decision-making.

The Results:

This programme will support you in aligning, implementing and managing focused work-plans and learn how to build trust within your teams to improve employee performance.

You will also develop the personal skills you need to deliver communications with clarity and impact and to foster an environment for creativity and innovation. You will learn how to influence stakeholders, collaborate across functions, motivate others and develop your own management style.

[Find Out More](#)



Course Details

3 consecutive days



Schedule



Programme 1 (On campus: Dublin)
27, 28 & 29 April 2022



Programme 2 (On campus: Cork)
18, 19 & 20 May 2022



Programme 3 (On campus: Dublin)
01, 02 & 03 June 2022



Price

Corporate Member:	€1,695
Non-Member:	€2,075



Frontline Management Programme

Gain the right skills for success as you move into management

Ambition is always to be applauded, but for it to really take you anywhere, you have to harness it. This programme has been designed to give new frontline managers, team leaders and supervisors a solid foundation in people management and business skills.

This programme's for you if:

You are newly appointed to a frontline management role.

The Experience:

You will develop all the critical abilities your initial move into management requires. This programme will support you in increasing your personal effectiveness, problem solving and decision-making abilities. Key aspects of HR including change management, building trust in teams, employment law and managing performance will also be covered.

The Results:

You will leave the programme with a definitive roadmap for your first 6-12 months as a manager.

[Find Out More](#)



Course Details

3 consecutive days



Schedule



Programme (On campus: Dublin)
16, 17 & 18 May 2022



Price

Corporate Member:	€1,695
Non-Member:	€2,075



Micro-Accreditation (optional)

Price:	€150
ECTS credits:	5



Finance for the Non-Financial Manager

Build your all-weather financial toolkit

To move from manager to leader, you need to build a solid foundation in financial knowledge to interpret figures and understand what lies behind them. In this programme, you will achieve a greater understanding of how finances influence your organisation's strategy, structure, people and systems.

This programme's for you if:

You deal with financial information and are responsible for budgets, or are aspiring to a position which requires you to do so. Ideal for professionals from non-financial backgrounds who are looking to move into more senior leadership positions.

The Experience:

This programme will give you the skills you need to perform your own job better and to contribute more effectively to your financial management team. You will get a grounding in financial accounting, balance sheets, cashflow statements, capital budget and project appraisals, and working capital — the life blood of every business.

The Results:

You will emerge with a firm grasp of the fundamentals of finance and a new financial vocabulary, developing an understanding of the skills of managing cash flow, the ability to analyse your company's performance, and learn how to control your department more effectively.

The programme will finish with you having a greater understanding of how finances influence your organisation's strategy, structure, people and systems.

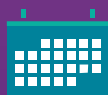
You will also have the option to include the micro-accreditation element of the programme, putting you on the pathway to achieving a Professional Diploma in Management, awarded by UCC.

[Find Out More](#)



Course Details

2 consecutive days



Schedule (Online)



14 & 15

March 2022



Price

Corporate Member: €1,145

Non-Member: €1,385

Change Management

Master the skills you need to effect
successful and lasting change

We live in a world where change is the only constant, but how ready are your organisation's people, processes and systems to embrace change as it arrives — and how can you make them more amenable towards it?

This programme's for you if:

You are seeking the skills to introduce, implement and embed change within your organisation's potentially complex settings.

The Experience:

Working with academic experts and industry leaders in the field of change, you will learn how to plan for and position change; understand the human dynamics and reaction to change; how to overcome resistance to change; how to communicate change effectively; and how to embed lasting change within organisations.

The Results:

By the end of this two-day programme, you will have the skills and tools to effect successful change within your organisation, with an increased ability to deal with barriers to change.

[Find Out More](#)



Course Details

2 facilitated workshops/ 4 days



Schedule (On Campus: Dublin)



04 & 05	April 2022
24 & 25	May 2022



Price

Corporate Member:	€4,245
Non-Member:	€4,995

Taking the Lead — Women in Leadership

Ignite, inspire and influence
your organisation.

A programme designed for women aspiring to and preparing for more senior management roles while navigating today's complex business landscape.

This programme's for you if:

You are a female executive; exploring your career options and ambitions or hoping to accelerate your career and personal development.

The Experience:

You will be given the time and space to explore where you are in your work and career, articulate the leadership challenges facing you in today's workplace and develop the insight and skills to address these.

Practical, outcome-oriented tasks will help you to develop increased resilience and strategies to maintain balance in a competitive organisation, while identifying your personal career and leadership ambitions.

The Results:

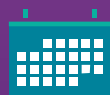
You will emerge a more compelling, influential and confident leader with tools and technique to inspire others and get results.

[Find Out More](#)



Course Details

3 facilitated workshops/6 days



Schedule



Programme 1 (On campus: Dublin)

16 & 17	May 2022
15 & 16	June 2022
13 & 14	July 2022



Price

Corporate Member:	€3,425
Non-Member:	€3,995

High Impact Leadership

Interact, influence and engage

Leaders today must master how to interact, influence and engage those around them to inspire great results. Through developing a deeper understanding of yourself as a leader, you'll be able to foster strong team progression. This programme will put you through your paces and develop your ability to make an instant, and lasting, impact as a leader.

This programme's for you if:

You want to examine and master your leadership style, particularly as you transfer your management experience into a leadership position.

The Experience:

A master class in individual leadership, you will learn a lot about your leadership style and how you interact with others, building on your ability to communicate with impact in an increasingly virtual environment.

An intensive, demanding experience that will help you to identify and build on your strengths, broaden your perspectives, and both recognise and learn to overcome personal leadership challenges.

The Results:

You will develop your ability to better interact, influence and lead others, enabling you to step up to your next leadership challenge.

[Find Out More](#)



Course Details

5 consecutive days



Schedule



13, 14, 15, 16, 17

June 2022



Price

Corporate Member: €2,845

Non-Member: €3,445

Management Bootcamp

Expand your knowledge across the
breadth of your organisation

Broaden your knowledge of your business
and develop the skills required to move into
leadership positions.

This programme's for you if:

You have considerable specialist experience in one area of your business and want exposure to others. Ideal for professionals aspiring to positions of greater responsibility and for experienced managers looking to widen their understanding of different business functions.

The Experience:

Management Bootcamp is an intensive five-day programme designed to give you the maximum impact in a limited time away from work. The format and design create a supportive environment where participants learn from peers and subject matter experts.

You will participate in workshops, examine case studies, conduct class discussions and work in groups to ensure that the week is as rewarding — and as challenging — as it is insightful. Management Bootcamp covers the business essentials of strategy, leadership, marketing and people performance in an intensive format designed to give you a framework of knowledge for making informed business decisions.

The Results:

You will build on your existing management competencies by understanding of all the functions of an organisation.

[Find Out More](#)



Course Details

2 consecutive days



Schedule



Programme (Online)

05 & 06

April 2022



Price

Corporate Member: €1,145

Non-Member: €1,385

Think on Your Feet®

The internationally acclaimed workshop that trains you to organise your ideas quickly

Can you make great choices in complex situations? For today's leaders, the ability to quickly analyse, organise and present your ideas is an increasingly vital skill, and one that Think on Your Feet® is designed to teach you.

This programme's for you if:

You are concerned about communications in a leadership capacity, e.g. a senior executive, manager, sales and marketing professional, technical specialist, financial analyst, public affairs expert or training professional.

The Experience:

Think on Your Feet® is an internationally recognised programme that introduces the "capsules-of-persuasion" concept — 10 plans that structure your ideas quickly for impact and persuasion. The programme will provide you with the skills to answer questions on the spot, to explain complex ideas clearly, concisely and persuasively, and to structure your communications in a professional manner.

Whether you are communicating one-to-one, one-to-many, on the phone, in meetings, informal presentations, or through email, Think on your Feet® will allow you to excel.

The Results:

At the end of this innovative two-day programme, you will have acquired a set of skills that will enable you to get to the point and be remembered; present your ideals in a logical and persuasive manner; handle questions quickly, clearly and effectively; avoid common communication traps; structure your information into facets, aspects, and perspectives; bridge effectively from questions to answers; and sell your ideas, products or services.

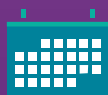
You will also receive access to a range of follow-up Think on Your Feet® support materials and resources, including online refresher facilitated workshop TOYF-FRESH™, and TOYF TIPS™, a monthly newsletter providing reminders, tips, and ongoing reinforcement of your classroom experience.

[Find Out More](#)



Course Details

2 consecutive days



Schedule (Online)



13 & 14

June 2022



Price

Corporate Member: €1,145

Non-Member: €1,385

Advanced Negotiation Skills

Master your negotiations and maximise the value in every deal

Negotiations are about getting the best value you can from what's on offer and finding ways to expand your options for mutual benefit. From tactical approaches to practical techniques, this programme challenges and builds upon your innate negotiation skills.

This programme's for you if:

You want to maximise your ability and effectiveness in a broad range of negotiation situations.

The Experience:

This is a demanding experience, but one that will help you to identify and build on your strengths, as well as recognise and learn to overcome the challenges and hard-bargaining tactics that can hinder negotiations.

You will learn about the mutual gains approach to negotiation, how to distinguish interests from positions and gain valuable tools and tactics for all stages of the negotiation process, including the crucial ability to control your own emotions and reactions.

Core concepts include: mastering power imbalances; responding to hard-bargaining tactics; building trust; bargaining effectively; demonstrating persuasive reasoning and charismatic reasoning appropriately; and maintaining relationships while in highly pressurised negotiations.

The Results:

As a regular negotiator, this programme will provide you with a framework to master your ability to work on your feet by preparing for and analysing complex negotiations.

[Find Out More](#)



Communicating for Performance

Learn how to communicate with clarity,
brevity and impact

Most people believe that they can communicate, but can they do so effectively — and when it really counts? This programme will give you the confidence and competencies to communicate winningly with stakeholders across your organisation.

This programme's for you if:

You need to develop your one-to-one and one-to-many workplace communication skills.

The Experience:

This programme will show how to listen, provide feedback and avoid the usual mistakes in communication. You will learn how to influence people, read body language, think on your feet, answer tough questions, and be assertive.

The Results:

On completing this highly interactive three-day programme, you will have become an effective communicator who can absorb other people's views and clearly communicate your own. You will be assertive when necessary and have what's needed to communicate for greater performance.



Course Details

3 consecutive days



Schedule



(On campus: Dublin)

06, 07 & 08

April 2022



Price

Corporate Member: €1,695

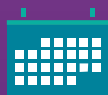
Non-Member: €2,075

[Find Out More](#)



Course Details

3 consecutive days



Schedule (Online)



09, 10 & 11

May 2022



Price

Corporate Member: €1,695

Non-Member: €2,075

Breakthrough Sales Management

A results-driven programme for ambitious sales managers and directors

As a sales manager, your success depends on your ability to get each person on your team to perform to their fullest potential. The steps it takes to achieve these high-performance levels will often differ from organisation to organisation, and can be a very complex science — unless you know how.

This programme's for you if:

You are responsible for maximising profits through effective sales management efforts and/or are managing field sales people and business development managers.

The Experience:

This programme will help you boost the effectiveness of your one-to-one meetings with salespeople and sales team meetings. You will be better able to leverage performance reviews, utilise coaching and other similar techniques, while exploring key interconnected areas for sales success such as sales targeting, messaging, visibility and control, customer acquisition and retention.

You will explore the characteristics and behaviours of great sales managers, how they allocate and get the most from their time, align sales processes and methodologies to accelerate performance, and other strategies and leadership techniques which will enhance your sales activities.

The Results:

Upon completion, you will be able to identify which priority area of sales performance improvement can best increase the efficiency of your team.

[Find Out More](#)



Facilitation Skills

Facilitate for success

Facilitation is the art of achieving success in groups — generating great ideas with a clear purpose to ignite performance in your team or organisation.

This programme's for you if:

You need to work and achieve results within a group setting, e.g. a manager, HR specialist, HR business partner, project manager or team leader.

The Experience:

Through 10 proven steps, you will gain the skills required to successfully facilitate any group in achieving their goals, including at C-Suite level and at board meetings.

Our experienced trainers will guide you through the process of facilitation and provide you with feedback at every step.

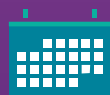
The Results:

You will complete this programme with a 10-step facilitation process and a range of tools to generate both group engagement and support, and increase your effectiveness within any facilitation setting.



Course Details

2 consecutive days



Schedule



Programme 1 (On campus: Dublin)
12 & 13 April 2022



Price

Corporate Member:	€1,145
Non-Member:	€1,385

[Find Out More](#)



Course Details

3 consecutive days



Schedule (Online)



03, 04 & 05

May 2022



Price

Corporate Member: €1,695

Non-Member: €2,075

Growing Key Accounts

Learn the strategies, skills and techniques to retain and grow important customers

It is no longer enough to simply manage your clients' accounts; they need to be developed and grown. Unless you are continuously adding value, developing the relationship and innovating in terms of delivery, there is every chance that your clients will be poached by competitors.

This programme's for you if:

You are an executive who wants to grow your customers, or are tasked with responsibilities for customer service, satisfaction and/or experience. Particularly suitable for companies who are looking to either start a Key Account Management strategy, or want to enhance their existing one.

The Experience:

You will learn how to improve your customer retention rate while we supply all the tools necessary to develop and grow your key customers. If you are just starting a key account strategy, this programme will also give you all the knowledge you need to succeed in applying effective strategies to your top accounts.

The Results:

This programme will help you identify and deliver strategies that increase future revenue, produce sustained profitable growth and ultimately bring value to shareholders.

You will set goals for increasing profitability by growing and retaining your customer base, learn to continuously innovate to bring value to your key accounts, and benchmark your processes against global best practice.

[Find Out More](#)



Managing People

Master the essentials of business

People make businesses work — and your success can depend on understanding those people's behaviours and how best to communicate with them on a personal level. By developing a clear understanding of how to manage and influence those around you, you can start moving from a manager of people to a leader of people.

This programme's for you if:

You want to improve your interpersonal skills at any level and get more from your working relationships. Ideal for managers with a growing team.

The Experience:

This highly interactive two-day programme is focused on managing people and relationships in the workplace, powered by our expert knowledge of human dynamics and understanding of what motivates and drives people's behaviours.

The Results:

You will develop your ability to connect with staff, peers, other managers and stakeholders.

You will also learn to build effective and lasting relationships, gain the knowledge to understand how people tick, explore how to deal with difficult people and work effectively through conflict.

[Find Out More](#)

Course Details

2 consecutive days



Schedule



Programme (On campus: Cork)

13 & 14

June 2022



Price

Corporate Member: €1,145

Non-Member: €1,385



Inspiring Leadership Performance

imi.ie

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Follow us: @IMI_Ireland

in numbers

90%




Over 90% of surveyed professionals feel more prepared to lead their organisations into the future having completed an IMI programme.

14,000



In the past 5 years, over 14,000 senior professionals have shifted their mindsets through IMI programmes to deliver powerful impacts for their organisation.

500



Nearly 500 SMEs have energised their performance and advanced their innovation potential through IMI programmes since 2014.

190



190 of the world's top thinkers have delivered inspiring thought-leadership events at IMI since 2014.

2,500



IMI has empowered 2,500 organisations to deliver transformational change since 2014.

Top 100

IMI is amongst the world's top 100 in execution education for Open and Custom programmes, according to the 2020 Financial Times global rankings.