



Method's Team Building and Development Program

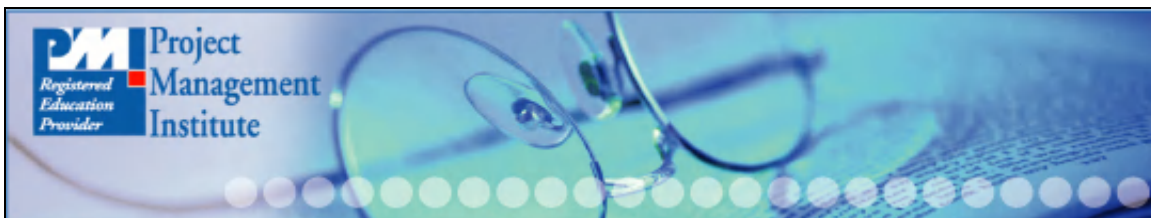
By:

Hamzeh Atieh, PMP



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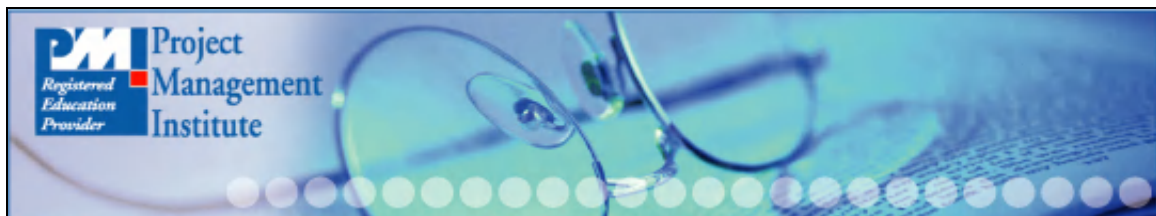




1 Program Value

Teamwork has become a very important element in today's work environment .For an organization to succeed and sustain commendable results in current economic times, it is imperative to build & develop its team members within the whole organization. So we in Method designed this course to meet this necessity of the team building issue trying to cover all needed aspects of the team building process to include:

- Describing the effective team process model
- Defining teams types and each one purposes
- Defining the team life cycle
- Explaining how to maintain an effective team practices
- Clarifying how to set team goals and Action plans
- Describing team interaction tools
- Discussing Motivation theories and techniques
- Describing team appraisal techniques



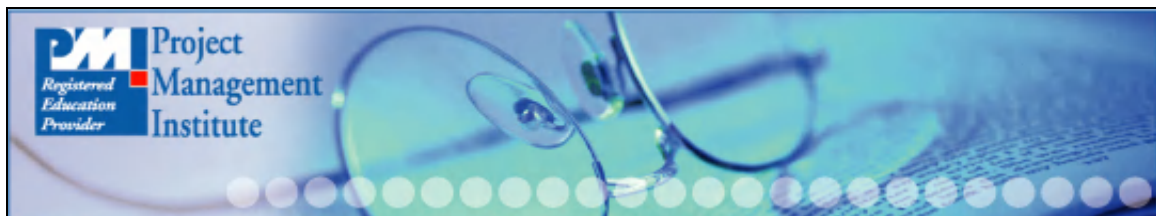


2 Target Audience

Managers interested in building effective teams and monitoring their achievements and productivity.

Team leaders interested in managing their teams, motivate & direct them to the right direction.

Team members interested in becoming excellent team players in order to achieve team goals and purposes.



3 Program Description

3.1 Program Objectives

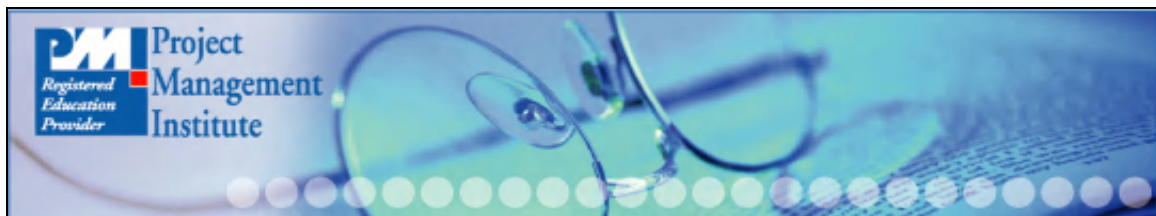
- This course provides a model for team building process in its different phases and what to do in every phase.
- It covers team building and development dynamics; how to define team roles and how to select team members.
- It provides practical exercises on team interaction techniques and role playing to develop the team and maintain its effectiveness.
- It provides a team appraisal system to evaluate and reward teams and team members.

3.2 Program Contents

- The team building process model
- The different types of teams and their purposes
- The team life cycle
- How to maintain an effective team practices
- Team goal setting process
- How to set team Action plans
- Team interaction tools
- Motivating teams and team members
- Team appraisal techniques

3.3 Material Provided:

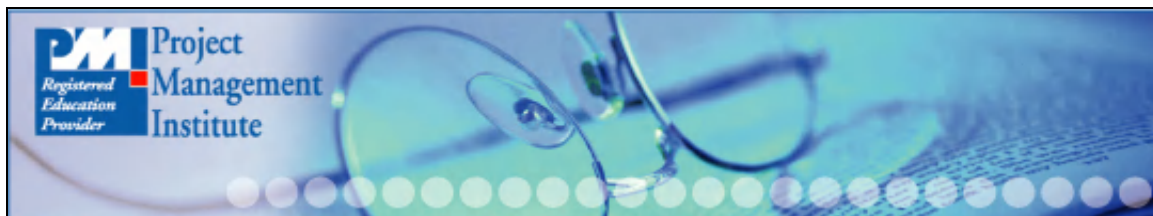
- Training manual:
 - Power point slides
 - Case Studies
 - Exercises and quizzes
- Course completion certificate by Method as a Registered Education Provider of the PMI.





3.4 The language of the training:

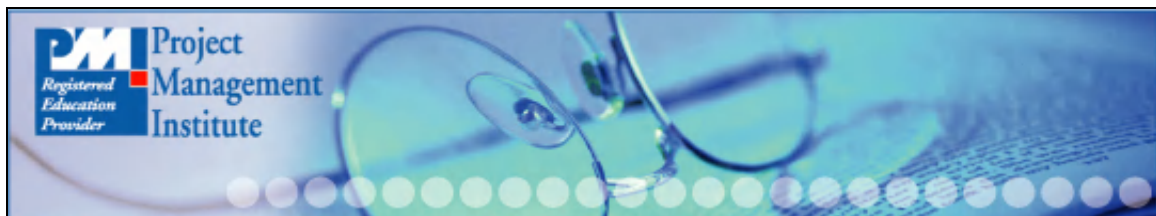
English.



4 Program Leader

Hamzeh Atieh, PMP

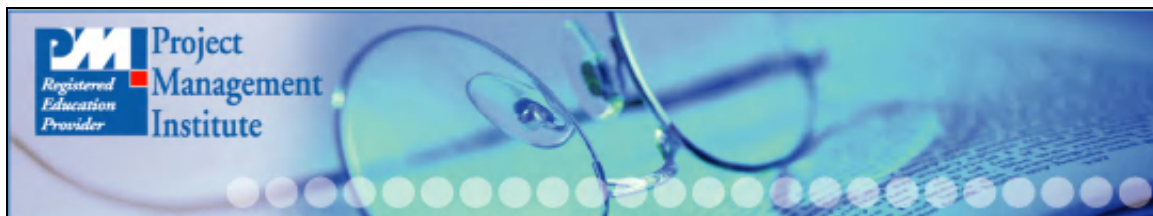
- **More than six years of intensive experience** in Training, Research and managing Projects in several international and Jordanian organizations such as Relief International, the strategic studies center and the Jordanian Ministry of Planning with an extensive experience in communication and soft skills.
- **Full in-depth experience in conducting and managing researches** in one of the most prestigious research centers in the Middle East (The Strategic Studies Center).
- **Expert in training programs and material development** like Time Management and Team Building with high and effective customization for the specific needs of trainees. He also has excellent experience in the psychological and managerial aspects of stress and change adoption subject.
- **A Certified Project Management Professional (PMP)** from the Project Management Institute (PMI) has N.L.P Diploma also certified in Team Building and Development from Interserv (German Organization).





5 Why Method

- Proven **leadership & track record** with an impressive history of conducting successful PM training for thousands of professionals and helping hundreds get certified as PMPs.
- **First** Registered Education Provider of PMI in Jordan.
- Proven **track record in project management consulting** with great success for clients in Jordan including Jordan Telecom, Arab Bank, MOICT and others.
- **Focus.** Method is the only Middle East Company that is fully focused on Project Management.



6 Fees & Logistics

6.1 Dates & Times

Method Team Building & Development program usually starts on a Sunday (on the dates mentioned below). The program will run over one consecutive week, Sunday to Thursday, 3:00 to 7:00 PM, making a total of 5 sessions. Total program duration is 20 hours.

Upcoming Run: From Apr 11th to Apr 14th, 2010

6.2 Venue

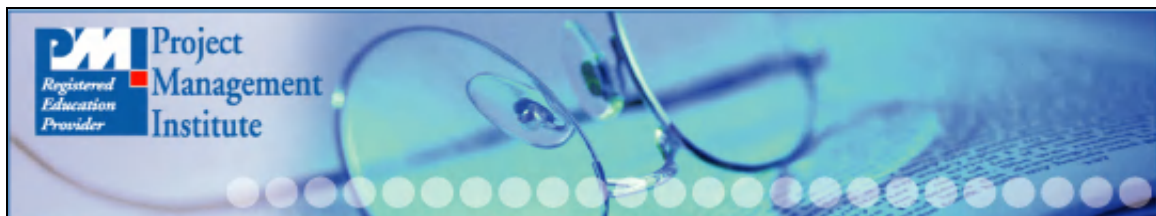
The training will be held at the brand new state of the art training facilities of **GURUS** Main, the professional service training firm at Abu Al Haj complex, 8th Floor. **GURUS** venues have an advantage over five stars hotel facilities in many ways. The most important is the fact that they are custom designed specifically for training purposes and for the comfort of training participants. Furthermore their design and setup promotes modern adult training themes such as active learning, group discussions, exercises, and interaction among participants and the facilitator. Also, **GURUS** provides a private setting for participants to interact and also network during breaks in comfortable and professional lounges, away from the hustle and bustle of a hotel venue.

6.3 Fees

Cost per participant is JD 495. Price includes training material and certificates by Method as a Registered Education Provider of the PMI.

6.4 Registration

Other details, terms and conditions can be found in the **Registration Form**.





7 Contact Info

Please call us for more details.

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