



Influencing Without Authority

Course Description

Perhaps no topic has garnered more curiosity in recent years than how to build influence in an organization. Master influencers move beyond their position on the org chart and collaborate across departmental lines to get things done. Influence Without Authority explores this topic by examining styles, behaviors and techniques that will help you grow your influence and deepen your relationships.

Outcomes:

- Reframe beliefs about authority to empower people to use influence
- Gain trust and closeness necessary to become influential
- Apply principles of social psychology to communicate persuasively
- Avoid pitfalls that harm influence and erode trust

Module 1: Increase Influence through Trust

Power and Influence

- Definitions
- Who to Influence?
- Proximity Principle

How Trust Affects Influence

- How Trust Affects Influence, Statistics
- Building "Trust Bank Account"
- Trust Currencies

Module 2: Influential Communication

Reciprocity

- Understanding Reciprocity
- Building "Reciprocity Bank Account"
- Avoiding Negative Reciprocity
- Say "No" Professionally

Persuasive Communication Tools

- Influencing Timeliness
- Power of "Because"
- Psychology of Asking Again
- Structure for Persuasion in 4 Easy Steps
- Language that Harms Influence