

## Executive Presence: Style, Substance and Character

In a room full of people, there are always some that stand out more than others. What is it about some people that you just instantly like and trust? According to the three dimensions of executive presence, in order for one to command presence one needs to have style, substance and character. These refer to the first impressions you make, your genuineness and your charisma.

This programme will look at the importance of building a presence as well as identifying the skills needed to build your personal presence and create that "wow" factor that separates you from the rest.

### Sample programme

#### Agenda

<b>10.00</b>	<b>Welcome and introductions</b>
<b>10.15</b>	So what is executive presence?
<b>11.15</b>	Self-assessment, key strengths and weaknesses
<b>11.45</b>	Prepare your briefing
<b>12.15</b>	1-2-1 discussion, feedback and self-assessment review

- 12.30**                    *Lunch*
- 13.00**                    Small meeting, feedback and self-assessment review
- 13.45**                    Presentation (recorded), feedback and self-assessment review
- 14.30**                    Large meeting, feedback and self-assessment review
- 15.15**                    Self-assessment review and personal development plan
- 16.00**                    **Close**

## **Our trainer**

### **Roger Mendonca**

Roger Mendonca is currently the lead trainer and Director of Studies at Civil Service College. Previously he worked at West Northamptonshire Development Corporation, as its Chief Operating Officer and Deputy Chief Executive. In this combined role, he was responsible for the organisation's corporate services, including its finance department as well as its marketing and governance functions. Roger was WNDC's Acting Chief Executive and led the establishment of the organisation.

Prior to joining the Corporation, Roger was a Senior Policy Adviser at the Office of the Deputy Prime Minister (ODPM). He set up three Urban Development Corporations, managed the Department's physical regeneration programme and sponsored the Regional Development Agencies. He also led on the Department's contribution to the London 2012 Olympics candidature process.

Roger has been working in a Senior Executive role on the delivery frontline of the public sector for the last decade. He has led start-ups, closures and turnarounds and has wide-ranging experience of all operational matters, including setting strategic direction, business planning, policy development, change management, financial and resource management, stakeholder management, marketing, media relations, PR and public affairs, governance, information management, business analytics, and HR – including organisational design and the creation and maintenance of a culture of excellence.

He has studied at Harvard University's Kennedy School of Government, has an MBA from Henley Business School and is a certified Executive Coach.

Alongside his executive roles, Roger is currently Vice Chair of Care and Repair (Northampton) Ltd, a home improvement agency run as a charitable trust which aims to keep homes warm, safe and secure for the most vulnerable people in the town and other parts of Northamptonshire.