



The EUROPEAN SUPERVISOR EDUCATION INITIATIVE (ESE)

presents the

seminar on

**“Meeting Skills  
for European Supervisors”**

hosted by: Czech National Bank

Date: 27 Feb - 01 March 2019

Venue: Prague, Czech Republic

Seminar Code: 3008 7377



## **OBJECTIVES**

This seminar has the objective to improve the negotiating and meeting skills competence of participants professionally involved in supervision activities (e.g. participation in working-groups, bi- /multilateral negotiation situations). It will promote greater personal self-confidence and effectiveness in the common challenges at international meetings. The following topics will be put into a negotiating perspective and the relevant skills will be identified and practiced:

- Accelerating relationship building & rapport
- Building and utilizing an international network
- Handling cultural and personal differences
- Making effective interventions with concise, logical and persuasive points
- Creating impact in your questions and answers
- Fostering international alliances and building consensus at international meetings

## **FORMAT**

Personalised feedback, at times supported by video recording, is part of this training activity.

## **TRAINERS**

Frontline Training Solutions, United Kingdom



## PROGRAMME

### Wednesday, 27 February 2019

08:30 a.m. - 05:30 p.m.

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|------------|--|
| 08:30 a.m. | Welcome and Introduction   |
| 08:45 a.m. | Wants and needs  |
| 09.30 a.m. | Rapport 1 - Pacing - accelerated relationship building in support of networking, information-gathering and influencing |
| 10:45 a.m. | Coffee break   |
| 11.00 a.m. | IRIS - model for structured interventions and working closely with others  |
| 01:00 p.m. | Lunch  |
| 02:00 p.m. | PISA - structuring your point/proposal for meetings  |
| 04:15 p.m. | Coffee Break   |
| 04.30 p.m. | House Rules Exercise   |
| 05:30 p.m. | End of Day 1   |
| 07:00 p.m. | Social Event organised by CNB  |

### Thursday, 28 February 2019

09:00 a.m. - 05:00 p.m.

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| 09.00 a.m. | Intro and recap from Day 1   |
| 09.15 a.m. | Working inter-culturally - Intercultural Engagement with reference to direct language and emotional expressiveness |
| 10.15 a.m. | Rapport 2- Leading - Steering towards a different way of looking at an issue; changing the energy; taking control. |



## PROGRAMME

11.00 a.m.	Coffee Break
11.15 a.m.	Sounding Out Socially - strategic networking and information gathering
01.00 p.m.	Lunch
02.00 p.m.	PISA Q&As - structure for asking and answering challenging questions
03.00 p.m.	Coffee break
03.15 p.m.	Handling questions and answers continued
04:15 p.m.	Video playback of previous sessions
05.00 p.m.	End of Day 2

## Friday, 01 March 2019

### 09:00 a.m. - 2:30 p.m. - Leading a group towards consensus

09.00 a.m.	Taxis and organising travel to the airport
09.10 a.m.	Speed networking for finding alignment and selecting allies
10.00 a.m.	Introduction to the Reunion Game
10.15 a.m.	Coffee Break
10.30 a.m.	Meeting simulation - Playing the Reunion Game
12:30 p.m.	Lunch
1.15 p.m.	Score the game
01.35 p.m.	De-brief Reunion game
02:10 p.m.	Personal feedback and development plan
02.30 p.m.	Evaluation
02:45 p.m.	End of seminar



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## ORGANISATIONAL INFORMATION

### Seminar fee and registration

Seminar fee: 1.300,00 € (excl. accommodation)

Lunches, snacks and drinks will be provided throughout the seminar. One social event with dinner is also included in the seminar fee. Ancillary costs (e.g. telephone calls, additional drinks, etc.) are to be borne by the participants themselves.

Invoices will be issued and sent to the individual institutions after the event has taken place. In case a registration already confirmed by ESE is cancelled after the registration deadline and no replacement for this place can be found, the complete seminar fee is due and will be invoiced by ESE.

**Please register via our website until 31 January, 2019.**

<http://www.ese-initiative.org> or this direct [link](#)

### Seminar Venue & Accommodation

#### Address of Seminar Venue:

Czech National Bank Congress Centre  
Senovážné náměstí 30  
Prague 1

#### Accommodation, arrival and departure:

The participants are requested to travel to Prague in time for the start of the seminar at 8.30 a.m. on Wednesday, 27 February. The seminar ends at about 2.45 p.m. on Friday, 1 March 2019.

The necessary rooms have been booked at **Grand Hotel Bohemia** at 110 Euro/Night for a superior single bedroom or 125 Euro/Night for a superior double bedroom. Participants will have to contact the hotel and book the rooms themselves (!) after receipt of a confirmation of participation.

**Grand Hotel Bohemia** ([www.grandhotelbohemia.cz](http://www.grandhotelbohemia.cz))

Králodvorská 4, 110 00 Prague 1

**The deadline for the hotel reservation is 7 February 2019.**



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### **Seminar organisation in general**

ESE Secretariat, Deutsche Bundesbank, Frankfurt a.M.

Email: [ese-initiative@bundesbank.de](mailto:ese-initiative@bundesbank.de)

Phone + 49 69 9566/-3093

### **For logistical questions regarding the venue**

Czech National Bank

Mr. Jan Málek

Email: [conference@cnb.cz](mailto:conference@cnb.cz); [jan.malek@cnb.cz](mailto:jan.malek@cnb.cz)

### **About ESE**

The European Supervisor Education Initiative (ESE) is an alliance of central banks and supervisory authorities in Europe with the objective to qualify financial supervisors in Europe. Its members are Bank of Slovenia, Banque Centrale du Luxembourg, Czech National Bank, De Nederlandsche Bank, Deutsche Bundesbank, German Federal Financial Supervisory Authority and Oesterreichische Nationalbank.

ESE is committed to high level training based on uniform standards to enhance financial supervisors' knowledge and skills and to promote a common European supervisory culture and practice. The initiative offers a modular seminar programme for banking, insurance and securities and markets supervisors, financial stability analysts and economists from central banks and supervisory authorities in Europe.

ESE is always open to new members or cooperations. Any contribution by European central banks, supervisory authorities or other institutions in the field of financial supervision sharing the idea that training is crucial to the success of financial supervision is highly appreciated.