Influencing Without Authority Training Course

Professional Development Training Course Outline

Category	Project Management	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Influencing Without Authority is a critical skill for professionals aiming to drive collaboration, achieve organizational goals, and foster alignment across teams without relying on formal power structures. Influencing Without Authority Training Course equips participants with practical strategies to leverage persuasion, communication, negotiation, and relationship-building techniques in environments where direct authority is limited. Through real-world examples, participants will learn how to navigate organizational dynamics, identify key stakeholders, and create influence strategies that enhance impact and productivity.

In today’s complex and interconnected workplaces, the ability to influence peers, cross-functional teams, and decision-makers is a differentiator for career advancement and organizational effectiveness. This course emphasizes evidence-based influence techniques, emotional intelligence, and stakeholder management frameworks to empower learners to achieve results, build credibility, and foster collaborative cultures. Participants will engage in interactive exercises, case studies, and applied simulations that reinforce practical skills for influencing without formal authority.

Programme Curriculum

Influencing Without Authority Training Course

Introduction

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Course Objectives

1. Understand the principles of influence and persuasion in professional settings.
2. Develop strategies to influence peers and stakeholders without relying on authority.
3. Enhance emotional intelligence and self-awareness to improve interpersonal impact.
4. Identify organizational dynamics and power structures affecting influence.
5. Apply communication techniques that foster trust and credibility.
6. Utilize negotiation and conflict resolution skills to achieve collaborative outcomes.
7. Recognize and leverage stakeholder motivations and interests.
8. Build strong networks and alliances to increase influence effectiveness.
9. Implement persuasion frameworks to guide decision-making processes.
10. Enhance strategic thinking to align influence efforts with organizational goals.
11. Navigate resistance and overcome barriers to influence.
12. Measure and evaluate the effectiveness of influence strategies.
13. Create action plans for sustained influence and leadership impact.

Organizational Benefits

- Improved cross-functional collaboration and teamwork
- Enhanced employee engagement and motivation
- Increased organizational alignment and goal achievement
- Strengthened leadership without hierarchical dependence
- Improved conflict resolution and negotiation outcomes
- Better decision-making through persuasive influence
- Enhanced organizational culture of trust and credibility
- Stronger internal networks and alliances
- Increased employee retention through skill development
- Higher productivity and efficiency across teams

Target Audiences

- Mid-level managers and team leaders
- Project managers and coordinators
- Functional heads and department managers
- HR and organizational development professionals
- Business analysts and strategy officers
- Team members seeking career growth
- Change management practitioners
- Professionals working in cross-functional or matrixed environments

Course Duration: 5 days

Course Modules

Module 1: Fundamentals of Influence

- Understand the psychology of influence and persuasion
- Identify key factors that drive people's decisions
- Learn the difference between formal authority and personal influence
- Explore the role of credibility and trust in influence
- Recognize ethical considerations in applying influence techniques
- Case Study: Using influence to align a project team without formal authority

Module 2: Emotional Intelligence and Self-Awareness

- Assess personal strengths and limitations in influencing others
- Develop self-awareness to improve interpersonal interactions
- Learn techniques to manage emotions in challenging situations
- Understand the impact of emotional intelligence on influence
- Build rapport and empathy to enhance persuasion
- Case Study: Influencing a resistant stakeholder using emotional intelligence

Module 3: Stakeholder Analysis and Mapping

- Identify key stakeholders and their power-interest levels
- Understand stakeholder motivations, needs, and concerns
- Map relationships and influence networks within the organization
- Prioritize influence efforts based on stakeholder impact
- Develop stakeholder engagement strategies
- Case Study: Mapping stakeholders to drive adoption of a new process

Module 4: Communication and Persuasion Skills

- Craft compelling messages tailored to stakeholder interests
- Use active listening and questioning techniques to enhance dialogue
- Apply storytelling and framing techniques to influence decisions
- Adapt communication style to different audiences
- Learn verbal and non-verbal cues that support persuasion
- Case Study: Persuasive communication to secure cross-departmental support

Module 5: Negotiation and Conflict Resolution

- Understand negotiation principles and strategies for influence
- Identify common conflict scenarios and resolutions
- Develop win-win solutions while maintaining relationships
- Apply tactical questioning and reframing to manage disagreements
- Build collaborative solutions that satisfy multiple parties
- Case Study: Negotiating resources for a cross-functional project

Module 6: Building Alliances and Networks

- Leverage professional networks to expand influence reach
- Identify potential allies and champions within the organization
- Strengthen relationships to increase credibility and trust
- Use coalitions to support initiatives without formal authority
- Maintain and sustain influence networks for long-term impact
- Case Study: Mobilizing a coalition to implement a new process initiative

Module 7: Overcoming Resistance and Barriers

- Identify types of resistance to influence and underlying causes
- Learn strategies to address objections and skepticism
- Develop resilience in face of setbacks and challenges
- Tailor approaches for different personality types and stakeholders
- Build credibility and trust to reduce resistance
- Case Study: Turning a resistant stakeholder into a project advocate

Module 8: Action Planning and Sustained Influence

- Develop personal influence action plans aligned with organizational goals
- Set measurable objectives for influence effectiveness
- Integrate learned skills into daily professional interactions
- Monitor and evaluate progress over time
- Create continuous improvement strategies for influence skills
- Case Study: Implementing a long-term influence strategy to drive organizational change

Training Methodology

- Instructor-led interactive presentations and discussions
- Practical exercises to apply influence techniques
- Stakeholder mapping and real-world scenario analysis
- Role-plays and simulations for negotiation and persuasion
- Peer learning through case study review and group activities
- Development of personal action plans for ongoing application

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.
f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$6,000

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