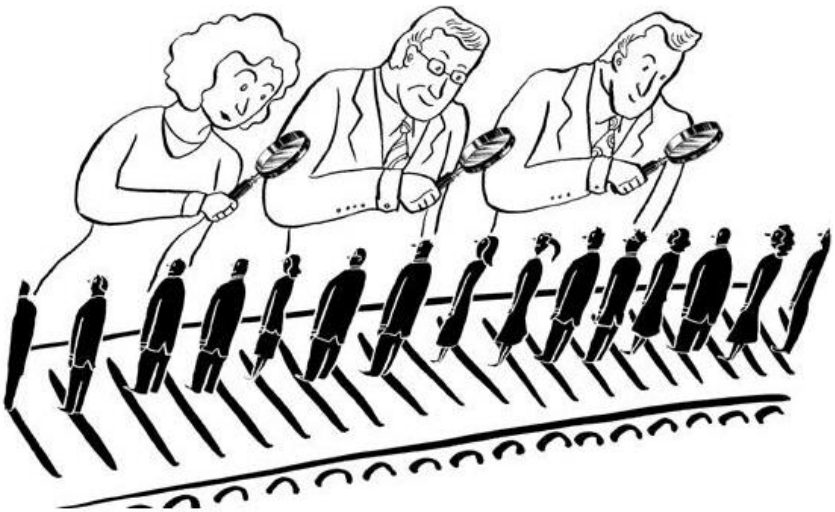


Emotional Intelligence

A critical element of organisational success



One-week professional development workshop
22 to 26 September 2025 in Dubai



ACCREDITED
BRITISH ACCREDITATION COUNCIL
ACCREDITED SHORT COURSE PROVIDER

PAI is accredited by the
British Accreditation Council
for Independent Further and Higher Education

About the workshop

People make the difference between those organisations that survive versus those that thrive. Understanding people starts with self-awareness and is a foundation for success. Emotionally intelligent leaders use self-awareness to understand themselves and how the impact of self expression influences relationships. This workshop will equip you with a range of invaluable skills to deal with understanding behaviour, managing mood, stress and conflict to optimise performance of individuals and teams.

Using and developing Emotional Quotient (EQ) and Intelligence Quotient (IQ) together are key to successful leadership, decision making and stress management in the twenty-first century. This workshop will enable you to identify clearly what EQ is, why it is important in leadership and how it can be developed. You will develop EQ skills so as to understand how your own emotions (intrapersonal) and how they impact on relationships (interpersonal). You will also explore how to manage challenging situations, deal with pressure effectively and make good decisions when engaging with other people.

Who is the workshop for?

The workshop is for anyone who wants to understand themselves and others better. It has particular benefit for leaders, managers, human resources professionals and anyone who has a job role where interaction with others is critical to success. The workshop is equally relevant for the public and private sectors, NGOs and international organisations.

How participants will benefit

The workshop is designed to enable you to:

- Gain an insight into EQ, what it is and how you can use it to benefit yourself, your colleagues and your organisation during times of uncertainty
- Develop self-awareness and self-management of personal emotions
- Explore ways to advance personal EQ, including tools to manage conflict effectively
- Understand the consequences of behaviour and weigh decisions before action
- Recognise emotions in others and respond to them to inspire high performance and achieve better results.

What the workshop will cover

The workshop will explore how EQ can be used to improve well-being, emotional and social functioning and performance.

It covers the five 'realms' of EQ:

- Self-perception
- Self-expression
- Interpersonal
- Decision-making
- Stress management.

It will also give you practical tools to manage conflict effectively.

Programme outline:

	AM	PM
Day 1	Welcome and introductions Introduction to the concept of EQ The wheel of EQ: exploring the five "realms" and fifteen sub-scales	Realm 1: Self-perception: concerned with the 'inner self' We will explore: <ul style="list-style-type: none"> • Self-regard: mood mapping • Self-actualisation • Emotional self-awareness
Day 2	Realm 2: Self-expression: deals with the way we face the world We will explore: <ul style="list-style-type: none"> • Independence • Assertiveness • Emotional expression 	Realm 2: Self-expression (continued) We will explore: <ul style="list-style-type: none"> • Emotional expression • Behavioural styles • Style adaption
Day 3	Realm 3: Interpersonal: people skills, and the ability to interact and get along We will explore: <ul style="list-style-type: none"> • Interpersonal relationships • Empathy: conflict styles • Social responsibility 	Realm 4: Decision-making: how to use emotion to make optimal choices We will explore: <ul style="list-style-type: none"> • Problem-solving: Situation, Options, Consequence, Solution (SOCS) • Reality testing • Impulse control
Day 4	Realm 5: Stress management: ability to withstand stress without negativity We will explore: <ul style="list-style-type: none"> • Flexibility • Stress tolerance • Optimism: Permanent, Pervasive and Personal – the trap of the 3Ps 	Realm 5: Stress management (continued) We will explore: <ul style="list-style-type: none"> • Stress: identifying triggers, signs and maladaptive coping • Tools of adaptive strategies
Day 5	<ul style="list-style-type: none"> • How EQ can be developed • Preparing action plans • Presentation of action plans 	Review and evaluation of the workshop Presentation of certificates of attendance

We reserve the right to change the programme if necessary.

Workshop Director

The Workshop Director will be Mel Owers.

Mel had a highly successful career in the UK Civil Service up until 2011, where he held the role of HR and Organisational Development Manager. He has since operated as an independent consultant, management trainer, assessor and business coach. He is a qualified HR professional of over twenty years with a wide range of both strategic and operational business experience. He is very experienced in Emotional Intelligence and has extensive expertise in leadership, management and interpersonal skills training. Mel has used his experience to support a wide range of leaders from Europe, Africa, Asia and the Middle East.

Mel is an excellent communicator who makes training participative and engaging. He is a Chartered Fellow of the Chartered Institute of Personnel and Development (CIPD) and has a Certificate in the Psychology of Management. Mel is qualified in coaching and psychometrics and frequently uses them as part of leadership development. In 2012, he became a CIPD Experience Assessor and has since assessed a range of HR Directors. In 2015, he led the assessment of a large organisation's HR function in the Middle East. Due to his business credibility, he was also asked to speak at a leadership conference about Emotional Intelligence alongside Nick Clegg, a Member of the UK Parliament and former Deputy Prime Minister.

How to apply

Please complete the PAI application form online via our website:

<https://public-admin.co.uk/booking-form/>.

You can also complete our hard copy application form. Please contact us at pai@public-admin.co.uk to obtain a copy. Once completed please return to Amanda Anderson, Programme Manager, at the same email address.

If you would like to discuss this workshop, any of our other international workshops or our consultancy services, please contact Claire Cameron, Director. We also have extensive experience of designing tailor-made training (from one day to two or three weeks) which can be run in your own country or in the UK to meet the specific needs of groups or individuals at all levels within your organisation. Please contact us if you would like further information.

Language

The workshop is conducted in English. You will need to have a good working knowledge of the language.

Location and arrival arrangements

The workshop is based in Dubai. We will confirm the exact location after you have booked a place on the workshop.

Fees

The fee for the workshop will be £2,550 and is payable at least 21 days before the first day of the workshop. We also provide lunch and refreshments during each working day as part of the fee.

Other costs

Airfares and daily travel to and from the workshop venue are not included. Our workshops are non-residential and you are responsible for your accommodation costs. We can help you with booking hotel accommodation so please let us know if you would like us to advise you or make a reservation.

Value Added Tax

We do not have to charge UK Value Added Tax (VAT) if you can provide written confirmation from your government or its accredited representative that you are "employed by the government in furtherance of its sovereign activities". In all other cases, we will have to charge VAT (currently 20%) in addition to the fee.

Ways to pay

You, or your government agency, can pay by bank transfer or by cheque, made payable to Public Administration International. We also accept payment by credit or debit card. Please contact us if you would like to pay by credit or debit card.

Discounts

We offer a 10% reduction on the full tuition fee if we receive payment no later than 28 days before the first day of the workshop. If we receive payment after that, we will charge the full tuition fee.

Cancellations

If you have to cancel your booking, you must let us know in writing and we will acknowledge in writing your cancellation. For cancellations received up to 29 days before the start of the workshop we will refund the tuition fee, minus a charge of £200 to cover our administration costs. For cancellations received within 28 days of the start of the workshop, we will charge the full tuition fee. If you have paid the tuition fee and have subsequently been refused a visa to enter Dubai, we will refund the tuition fee, minus a charge of £200 to cover our administration costs, providing you send us the original letter from the United Arab Emirates Embassy confirming refusal of a visa and providing you have not entered the UAE.

Substitutions and transfers

If you have booked a place on a workshop and are not able to attend, we will accept an appropriate substitute at any time without penalty but our normal terms and conditions will apply. Also, it is possible to transfer to a future workshop but only one transfer is permitted. Please get in touch with us and we will advise you about transfers.

Please see our website for our full terms and conditions. If you would prefer a hard copy of our full terms and conditions please let us know.

[\(http://www.public-admin.co.uk/terms-and-conditions-for-booking/\)](http://www.public-admin.co.uk/terms-and-conditions-for-booking/)

Insurance

We advise you to arrange travel and health insurance cover before you leave your home country.

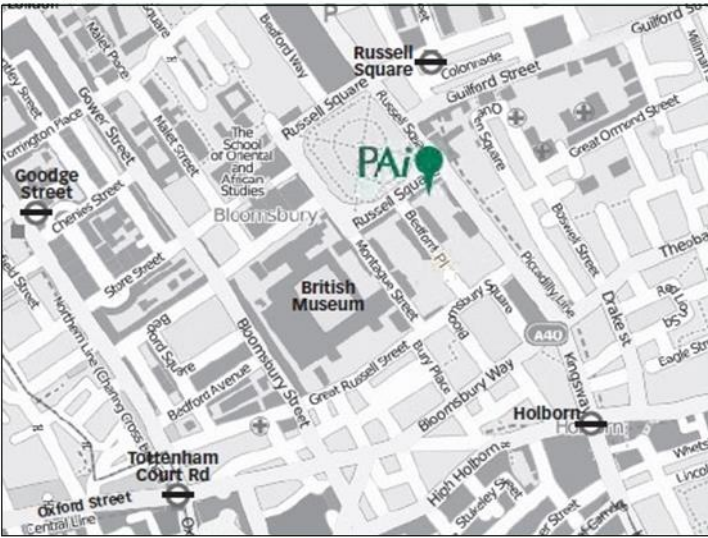
Who we are

PAI (Public Administration International) specialises in management consultancy, training and development services for organisations in, and associated with, the public sector worldwide. We provide advice and support for governments going through political, economic, structural and legislative change. Our extensive network of associates includes practitioners, academics and independent consultants. Our key objectives are promoting good governance and good practice in delivering public services. This workshop is one of a number of specialist UK-based professional development workshops designed to meet the needs of public services worldwide.

We pride ourselves on our:

- High quality, practical advice and support for our clients
- Professionalism and integrity
- Ability to offer excellent value for money
- Sound experience and track record internationally
- Networks and partnerships across the world
- Flexible, collaborative approach
- Friendliness and focus on putting people first.

Where we are



Public Administration International

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