

# BOLDT GLOBAL PROGRAMS

Effective business communication skills are crucial for leaders at all levels. Because English is the language of international business, leaders in global companies need to be effective at leadership communication in English.

Leadership communication requires being clear, inclusive, inspirational, persuasive, and diplomatic. These are complex communication skills in which meaning is communicated via nuanced use of language and through specific intonation patterns, facial expressions, and body language.

Achieving effective leadership communication skills requires effort, even when the language of business communication is one you've been speaking your whole life. For someone who grew up speaking a different language, acquiring these skills requires extra effort. Even when they speak English well, there can be cultural and linguistic barriers to overcome to get to the level of communication necessary to lead.

## The Solution

### Presentation Skills Course for Middle Level Managers Whose First Language Is Not English

This presentation skills course is specifically designed to address the needs of managers whose first language is not English. It covers both cultural and linguistic issues that these managers frequently face. The course is designed in a hybrid format, consisting of both group instruction and individual coaching to maximize participant growth and development. The course includes mentorship, motivation, accountability, and real-world practice.



## The Course

The course takes place in three phases:

### Course Details

- Group size limited to six participants.
- Course runs over 6-weeks with 1 group-session per week
- Three individual coaching sessions/participant starting in week two
- A "Presentation Showcase" (either virtual or in-person) at the end to which participants can invite guests

### Content:

#### • Prework:

- Record and submit a 3 min. video
- Watch video and note 3 positives, 3 to improve; submit to instructor
- Identify internal mentor who can give regular feedback

#### • Group Sessions

- Input and group exercises on topics including:
  - Cultural differences in communication styles
  - Informing vs. persuading
  - Goal setting and audience focus
  - Making an impactful introduction
  - Structuring the main body

- Concluding and handling a Q&A
- Delivering with impact

### Individual Coaching Sessions

- Individual work with instructor on 10 min. presentation
- Work on structure and delivery
- Each session is recorded, receive targeted feedback

### Presentation Show Case

- Each participant delivers their 10 min. presentation to an audience invited by them

## The Outcome

At the end of the course, the participants will be able to:

- Communicate clearly, concisely, and directly
- Get their point across in fewer words and make a clear point
- Construct and communicate a persuasive message
- Deliver communication impactfully and with presence
- Connect with and move their audience



**BARBARA BOLDT**

Principal & Executive  
Communication Skills Coach

Barbara Boldt is an international educator, trainer, and coach. For more than twenty-five years, she has been teaching and empowering global executives, managers, and entrepreneurs to deliver clear, impactful, persuasive messages.

During the 20 plus years she lived and worked in Europe, Barbara taught executives, managers, and students from more than thirty-five countries to deliver professional presentations in English. This experience resulted in Barbara's superpower: an ability to immediately identify what is not clear. From inaccurate vocabulary to confusing structure, Barbara helps her clients create messages that land with their target audience and get the results they need.

Barbara has an M.A. in International Relations from The University of the Pacific in Stockton, California, and a B.A. in Nutrition from the University of Iowa. She currently resides in Southeast Michigan in the US.