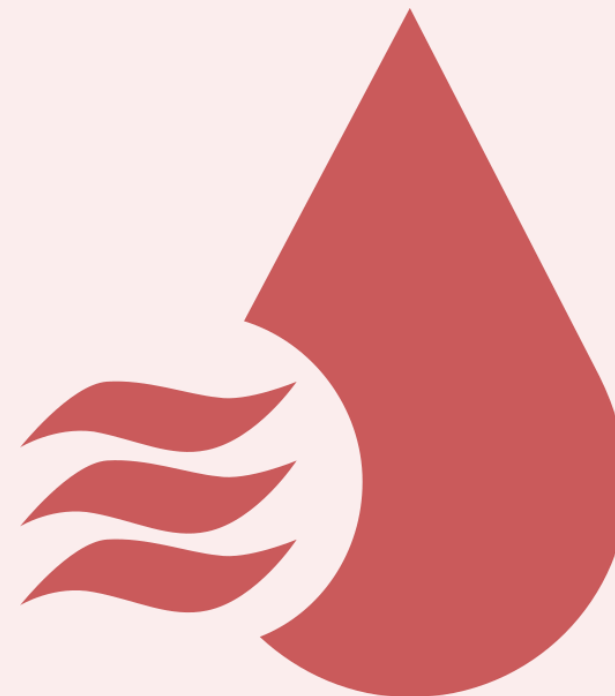




INDIVIDUAL LEADERSHIP PROGRAMME

Leadership Development

Pavol Zuffa · Trainer & certified coach · boost-it.sk



1:1 programme



Every 2 weeks



In person or online

The programme at a glance

Builds the leadership skills needed to lead people and teams effectively — through practical training, real situations and continuous follow-up.



Who it is for

New and experienced managers, team leads and heads of department who want to grow their skills and their team's results.



What you work on

Communication & feedback, team leadership, conflict & negotiation — plus elective topics tailored to you.



What makes it different

Practice first: role-plays and AI simulations of difficult conversations on [trainspace](#), combined with coaching or/and mentoring.

1:1

individual sessions

~2 h

per session

2 wks

between sessions

Three core modules



01

Communication & feedback

- Effective, assertive communication
- Giving and receiving feedback
- Leading difficult conversations



02

Effective team leadership

- Running meetings and team sessions
- Delegating and setting priorities
- Motivating and developing people



03

Conflict resolution & negotiation

- Identifying and resolving team conflicts
- Handling demanding situations
- Negotiating shared solutions

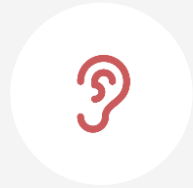
Elective topics, tailored to you

Chosen and sequenced together with the participant at kick-off meeting— based on current challenges and goals.



Coaching & mentoring

Grow your people by asking, not telling



Active listening & questions

Understand first, then respond



Stress management & resilience

Stay effective under pressure



Decisions & time management

Decide clearly, prioritise what matters



Trust & psychological safety

A team where people speak up and grow

What participants take away



Confident conversations

Give feedback and handle difficult conversations calmly, clearly and respectfully.



A team that delivers

Run focused meetings, delegate well and keep people motivated and growing.



Conflict into solutions

Spot tension early, mediate and negotiate outcomes both sides accept.



Resilience & clarity

Better decisions, smarter priorities and energy that lasts.

Your individual training plan

 **One-to-one**

 **In person or online**

 **approx. 2 hours**

 **Every two weeks**



 **Every session = a new topic + a recap of the previous one.** We review what you tried in practice, what worked, and lock in the next steps before moving on.

Inside every 2-hour session



20 min

Recap

Summary of the previous session and your experience since



40 min

New topic

Key concepts, models and practical tools



40 min

Practice

Role-play on your real situations, optional AI simulation



20 min

Action plan

Concrete commitments for the next two weeks

BETWEEN SESSIONS — FOLLOW-UP



Apply at work

Try the agreed actions in real situations with your team.



Practise with AI

Optional simulations of difficult conversations on traino.space.



Short check-in

Quick follow-up on progress; questions answered before the next session.

Your trainer



Pavol Zuffa

Founder, Boost-it & traino.space
HR Manager, Itera (since 2014)
Certified coach

 [LinkedIn profile](#)

 traino.space/ai-training

 boost-it.sk

200+

coaching sessions

as a certified coach

200+

**trainings &
mentoring**

on leadership and
recruitment

15+

years

in HR, training and
people development



Author of the book “Sedem polôh recruitera”

(Seven Positions of a Recruiter) — practical tips for effective recruitment →
traino.space/obchod



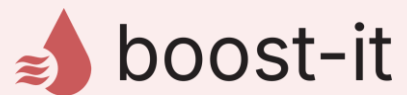
Founder of traino.space

AI simulations of difficult conversations, AI coaching and mentoring →
traino.space/ai-training



Leadership programmes in practice

Designs and runs the employee & leadership development programme at Itera; MA in Philosophy, Comenius University



NEXT STEPS

Let's grow your leadership together

- 1 Intro call: your goals and context
- 2 Agree topics, format and schedule
- 3 First session within two weeks

Pavol Zuffa · boost-it.sk · [LinkedIn](#)

