

[letterhead of the Institute]
**THE NATIONAL INSTITUTE FOR THE TRAINING AND IMPROVEMENT OF LAWYERS
(I.N.P.P.A.)**

is offering a course of

TRAINING ON NON-VERBAL COMMUNICATION FOR LAWYERS
presented by Mark Evan Segal

I. Introduction

Lawyers (like all legal professionals) place great importance upon documents and spoken words. However, lawyers need to be excellent communicators in order to perform their duties, and a very large percentage of human communication is non-verbal in nature. Unlike verbal communication, which is subject to conscious control, Non-Verbal Communication (“Body Language”) originates in the limbic system. This makes it a reasonably accurate and potentially authentic indication of emotions, feelings, and innermost thoughts. Lawyers who can effectively use their own Body Language and correctly interpret the Body Language of others have a distinct advantage in all of their interpersonal interactions, both inside and outside the courtroom.

II. Objective

The objective of the training is to enable participating lawyers to communicate and work more effectively in key interpersonal settings (both professional and personal). This is to be achieved by a) providing them with solid knowledge regarding what Body Language is and an understanding of its importance, b) developing their skills for taking charge of and making better use of their own Body Language, and c) enhancing their capacity to read and understand the Body Language of others.

III. Training

The basic training will be delivered in a six-hour day. Due to the nature of the subject matter and the interactive/participatory format of the seminar, it will be delivered live. The optimal audience size is twenty-five to a maximum of thirty-five participants.

The training will be conducted in the English language. Presentations will be delivered along with PowerPoint slides, which mostly contain pictures, photos, and videos.

To achieve the objectives stated above, the following subjects are covered:

- The characteristics and importance of the seven main elements of Body Language.
- Optimal use of all elements of body language, in order to better communicate, inform, and convince.
- How to avoid unconsciously/unintentionally revealing thoughts and emotions via Body Language (tells).
- How to correctly understand and interpret Body Language, to gain insight into the thoughts and emotions of others, better read what is going on inside them, and respond more effectively.
- How Body Language can be used to more effectively work with legal professionals such as other lawyers, judges, prosecutors, litigants, witnesses, and a wide range of counterparts in various settings.
- The most effective utilization of physical layouts in meetings (location, tables, chairs, props, etc.).
- Best practices when being recorded, photographed, or interviewed.
- Limitations in the use of Body Language, and cross-cultural differences.
- Consistently improving the use/application of body language via daily observation and practice.

All of these skills are very valuable in all aspects of human interaction and communication. This includes professional activities and personal activities (such as socializing, raising children, playing sports, and even handling pets).








IV. Conclusion

The training provides novel, valuable, and highly practical knowledge and skills for lawyers, who benefit greatly from improving their use and interpretation of Non-Verbal Communication.

NON-VERBAL COMMUNICATION SKILLS FOR LAWYERS PRESENTED BY MARK SEGAL SEMINAR DESCRIPTION	
I	<u>Title of Seminar:</u> “Non-Verbal Communication Skills for Lawyers”
II	<u>Participants:</u> This seminar is designed for all lawyers who wish to improve their Non-Verbal Communication (Body Language) skills, in order to perform their work more effectively, and improve the quality of all of their interactions with others.
III	<u>Why Participants Should Attend:</u> Lawyers face numerous challenges when they communicate with a wide range of counterparts, including other lawyers, judges, prosecutors, clients, witnesses (fact and expert), court employees, government officials, media, and the general public. Communication skills are particularly important, and most severely tested, when it comes to court proceedings. A large percentage of communication is non-verbal. This includes our facial expressions, gestures, touching, stance, location, voices, and other physical manifestations. Specifically, lawyers require communication skills for a) effectively conveying their messages, and b) correctly interpreting the messages sent by others (especially judges). Lawyers who know how to use and interpret Body Language are more effective in almost all aspects of their work. Lawyers who do not understand Body Language are at a definite disadvantage, and in fact may not be fully serving and advancing the interests of their clients. The seminar is extremely practical. Photos, pictures, and videos are used to demonstrate all aspects of Body Language, so that participants understand key principles and know how to apply them correctly in their work. The understanding and skills developed in the seminar will also prove extremely valuable to lawyers in many aspects of their daily lives.

IV	<p><u>Practical Details:</u></p> <p>The seminar will be delivered live on 7 October 2023</p> <p><u>Different from what was initially announced</u>, the location of the seminar is at the INPPA headquarters in Bucharest, Vulturilor street no. 23, 1st floor.</p> <p>The seminar will be six hours, with two brief coffee breaks and one lunch break (all provided by the Institute and included in the participation fee)</p> <p>Participants are requested to arrive on time, since the seminar opening is very important</p> <p>Participants are expected to attend the seminar from beginning to end</p> <p>The seminar will be delivered in English</p>
V	<p><u>Accreditation:</u></p> <p>The seminar is designed to meet requirements for continuing legal education. Consequently, to the attending lawyers a number of 13 points of continuous professional training will be granted.</p>

**NON-VERBAL COMMUNICATION SKILLS FOR LAWYERS
AGENDA**

10:00 – 10:30		Arrival Registration of participants Welcome coffee
10:30 – 10:45		Introduction to the Seminar Opening remarks Overview of the seminar, review of objectives (Learning Outcomes)
10:45 – 12:00		Module I: Introduction to Non-Verbal-Communication (NVC) Origins and general importance of Non-Verbal Communication Key Elements of Non-Verbal Communication Importance of Non-Verbal Communication for Lawyers
12:00 – 12:15		Coffee Break (offered by I.N.P.P.A.)
12:15 – 13:15		Module II: Using and Reading Non-Verbal Communication Using Non-Verbal Communication Reading Non-Verbal Communication
13:15 – 14:00		Lunch Break (offered by I.N.P.P.A.)
14:00 – 15:00		Module II: Using and Reading NVC (Continued) Module III: Special Uses of NVC Synchronization and Mirroring Leadership
15:00 – 15:15		Coffee – Break (offered by I.N.P.P.A.)
15.15 – 16:00		Module IV: Special Factors and Limitations of NVC Reacting to Non-Verbal Communication Understanding the limitations of Non-Verbal Communication
16:00 – 16:30		Seminar Closing and Wrap-Up Summary Feedback, Proposals, Future Planning by Lawyers Seminar Closing

MARK EVAN SEGAL

Mark Segal is an attorney, originally from Philadelphia, Pennsylvania, who has been working as an international legal consultant since January 1994. He is a graduate of the prestigious University of Pennsylvania, with advanced degrees in law and international relations. He practiced law in Pennsylvania (state and federal courts) for nine years, specializing in civil and commercial litigation, before relocating to Lithuania in 1994. Since that time, he has worked and/or lived in the Baltic States, Central and Eastern Europe, the Balkans, the Caucasus, Ukraine, the Russian Federation, Central Asia, Asia, the Middle East, Africa, and Latin America. He has performed assignments in more than fifty countries in total.

Over the past twenty-nine years, Mr. Segal has participated in numerous legal, judicial, and legislative reform projects. He has held senior positions on behalf of many different international organizations and assistance providers, including serving as Team Leader on ten European Union-sponsored projects. Counterparts on his assignments include parliaments, ministries, governmental institutions, courts, professional training institutions, professional associations, and non-governmental organizations. His work covers rule of law issues, legal reform, legislative drafting, judicial reform, court administration, civil society development, legal and judicial ethics, training of trainers, institution building, capacity development, and monitoring and evaluation. He specializes in raising the professional qualifications of legal professionals. This includes the organization and delivery of many hundreds of training events for many thousands of judges, prosecutors, attorneys, and mediators in dozens of countries. His seminars on Non-Verbal Communication for lawyers have received significant attention.