

€ TRAINING

Developing Excellence in People Leadership





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Introduction:

This comprehensive conference incorporates a number of the most difficult leadership skills, - the ones that deal with other people - into a two-week intensive program of people leadership with a focus on communication, interpersonal skills, motivation, and organizational culture.

Conference Objectives:

At the end of this conference the participants will be able to:

- Study effective management of our thoughts, beliefs, focus and action.
- Consider how to build confidence, enthusiasm, and courage.
- Explore methods of improving communication.
- Analyze the public face of the leader.
- Gain insights into their own strengths and weaknesses and leadership styles.
- Understand and practice key people skills to motivate towards excellence.

Targeted Audience:

- Managers, leaders and professionals who want to discover new ways to lead their teams
- Those who want a better understanding of the psychology of leadership and workplace behaviour
- Those interested in developing their skills in motivating and leading teams to achieve the organizational mission
- Managers who are making the transition to leadership

Conference Outlines:

Unit 1: Who Do You Think You Are? Self-Mastery, Reality, and Responsibility:

- Taking charge of your brain.
- Reaching success based upon your paradigm.
- Understanding the emotional loop.
- Gaining power and freedom by taking responsibility.
- Analyzing the power of beliefs.
- Utilizing emotion to drive action.
- Directing your focus.
- Understanding visual, auditory, and kinesthetic submodalities.

Unit 2: Vision and Integrity:

- Analyzing the impact of values on your vision.
- Understanding how your values impact your purpose.
- Designing your destiny with the power of vision.
- Creating a powerful vision.
- Operating with personal integrity.
- Achieving positive self-renewal.
- Building self-confidence.
- Harnessing the power of enthusiasm.
- Strengthening your courage.

Unit 3: Advanced Communication Skills:

- Communicating with intention.
- Breaking negative patterns.
- Understanding the communication process.
- Creating effective oral communication.
- Understanding the relationship of verbal and nonverbal communication.
- Utilizing active listening techniques.
- Dealing with difficulties in communication.
- Analyzing communication styles: aggressive, passive and assertive.

Unit 4: Leadership:

- Understanding the importance of emotional intelligence.
- Developing self-awareness, motivation, empathy and social skills.
- Moving to a new model of empowerment.
- Recognizing 21st-century leadership skills.
- Interpreting institutional and interactive leadership.
- Comprehending the difference between leadership and management.
- Utilizing effective situational leadership.
- Learning the 4 Es of leadership at GE: energy, excite, edge and execute.
- Evaluating the leadership secrets of Jack Welch.
- Investigating theories of motivation.

Unit 5: The Public Face of The Mature Leader:

- Making successful presentations.
- Influencing through appeal to the achievement of a vision.
- Influencing through the utilization of logic.
- Influencing through a genuine people orientation.
- Displaying personal power in communications.
- Overcoming the failure mechanism.
- Running productive meetings.
- Reviewing the course.

Unit 6: Adopting the New Organisational Culture through Understanding People:

- Importance of perception.
- Perception in the workplace.
- Maximizing our perceptual ability.
- Type & trait theories of human personality.
- Understanding personality styles.
- Optimizing our personality strengths.
- Appropriate self-disclosures.

Unit 7: Motivating Employees:

- Understanding motivation.
- Motivating ourselves and others.
- Applying theories of motivation in the workplace.
- How leaders can motivate employees.
- Removing blocks to motivation.
- Motivating a high-performance team.
- The art of giving and receiving criticism.

Unit 8: Motivating Innovative & Creative Thinking in the Workplace:

- Psychological principles of creativity in the workplace.
- Encouraging creativity for continuous improvement.
- Convergent & divergent thinking.
- Understanding and managing creative people.
- Stages of the creative process: Preparation, Incubation, Illumination & Verification.
- Transforming blocks to creativity.
- Creativity for business breakthroughs.
- Divergent Thinking Skills for Innovative Leadership.

Unit 9: The New Leader:

- Psychological principles of leadership.
- Theories of leadership.
- Leadership for managing performance.
- Transactional leadership & transformational leadership.
- Visionary & competent leadership.
- Developing leadership integrity.
- Innovative leadership for an excellent performance.
- Being prepared to lead.

Unit 10: Managing for Excellence:

- Development of vision, mission, key goals, and key processes.
- Optimization of your natural strengths.
- Integrity & compassion for accountable leadership.
- Leadership for performance management.
- Managing change and getting others involved.
- Leading by example.
- Inspirational leadership.