

€ TRAINING

Developing Excellence in People Leadership





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Introduction:

This training program is designed to cultivate essential skills and strategies for effective leadership in managing and inspiring teams. It emphasizes the importance of empathetic leadership, communication, and talent development to empower leaders to bring out the best in their teams.

Program Objectives:

At the end of this program, the participants will be able to:

- Study effective management of thoughts, beliefs, focus, and action.
- Consider strategies for building confidence, enthusiasm, and courage.
- Explore methods to improve communication skills.
- Analyze the public face of leadership.
- Gain insights into their own strengths, weaknesses, and leadership styles.
- Understand the emotional makeup of their teams, colleagues, and customers.
- Harness their employees' emotional intelligence to foster creativity in the workplace.
- Understand and practice key people skills to motivate towards excellence.

Targeted Audience:

- Current and aspiring leaders at all levels of management seeking to enhance their leadership effectiveness.
- Professionals looking to develop essential skills in communication, emotional intelligence, and motivation.
- Individuals responsible for managing teams or driving organizational change.
- Executives and managers aiming to create a positive work environment and foster employee engagement.
- Employees interested in honing their leadership abilities and understanding the dynamics of effective people leadership.

Program Outlines:

Unit 1:

Understanding Leadership Fundamentals:

- Define the core principles of effective leadership.
- Explore different leadership styles and their applications.
- Identify the traits and characteristics of successful leaders.
- Learn how to set clear goals and objectives for teams.
- Understand the importance of leading by example.
- Implement strategies for building trust and credibility as a leader.

Unit 2:

Enhancing Communication Skills:

- Develop active listening techniques to foster better understanding.
- Practice clear and concise verbal communication.
- Learn non-verbal communication cues and their impact.
- Explore techniques for giving and receiving feedback effectively.
- Master the art of persuasive communication.
- Adapt communication style to different audiences and situations.

Unit 3:

Building High-Performing Teams:

- Understand the stages of team development.
- Foster a collaborative team culture.
- Develop strategies for resolving conflicts within teams.
- Learn techniques for delegating tasks and responsibilities.
- Encourage creativity and innovation within teams.
- Establish systems for accountability and tracking team progress.

Unit 4:

Motivating and Inspiring Others:

- Explore theories of motivation and their practical applications.
- Identify factors that influence employee motivation.
- Learn how to recognize and reward employee achievements.
- Develop strategies for inspiring commitment and dedication.
- Foster a positive work environment that encourages motivation.
- Implement techniques for overcoming common motivational challenges.

Unit 5:

Emotional Intelligence in Leadership:

- Define emotional intelligence and its importance in leadership.
- Assess and understand personal emotional intelligence.
- Learn techniques for managing emotions in challenging situations.
- Develop empathy and understanding towards others.
- Apply emotional intelligence to enhance decision-making.
- Cultivate a culture of emotional intelligence within teams.

Unit 6:

Leading Through Change:

- Understand the dynamics of change and its impact on individuals and organizations.
- Develop strategies for leading teams through periods of change.
- Communicate effectively during times of uncertainty.
- Manage resistance to change and overcome obstacles.
- Foster resilience and adaptability within teams.
- Evaluate the outcomes of change initiatives and learn from experiences.

Unit 7:

Coaching and Developing Others:

- Learn the principles of coaching and mentoring.
- Identify opportunities for coaching and development within teams.
- Provide constructive feedback to support growth and improvement.
- Set SMART goals and objectives for individual development.
- Support employees in identifying their strengths and areas for improvement.
- Create personalized development plans to nurture talent.

Unit 8:

Leading with Integrity and Ethics:

- Define ethical leadership and its importance in business.
- Explore ethical dilemmas commonly faced by leaders.
- Develop strategies for making ethical decisions.
- Establish a code of conduct and lead by example.
- Create a culture of integrity and accountability within teams.
- Address ethical issues and conflicts in a transparent and fair manner.

Unit 9:

Strategic Thinking and Decision Making:

- Understand the role of strategic thinking in leadership.
- Develop techniques for analyzing complex problems and opportunities.
- Learn how to formulate and execute strategic plans.
- Evaluate risks and uncertainties when making decisions.
- Foster a long-term perspective and vision for the organization.
- Continuously monitor and adjust strategies based on feedback and results.

Unit 10:

Leading with Resilience and Well-being:

- Understand the importance of resilience and well-being in leadership.

- Identify strategies for managing stress and maintaining balance.
- Foster a supportive and inclusive work environment that prioritizes well-being.
- Develop techniques for practicing self-care and resilience.
- Build a culture of resilience within teams.
- Implement strategies for supporting the well-being of employees.