

€ TRAINING

Achieving Advanced Leadership Excellence





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Introduction:

This training program is an intensive and specialized program tailored for seasoned leaders looking to enhance their leadership skills to an advanced level. It delves deeper into advanced leadership concepts through interactive workshops, personalized coaching, and immersive simulations, participants refine their leadership style and learn how to navigate complex challenges with agility and resilience.

Program Objectives:

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

- Study effective team operations.
- Analyze effective communications strategies.
- Understand how to give and receive effective feedback
- Consider tools for motivating and delegating.
- Explore leadership styles.
- Examine the construction of a learning environment.

Targeted Audience:

- Managers.
- Supervisors & Team leaders.
- Employees who are being prepared to be promoted to a managerial level.

Program Outlines:

Unit 1:

The Empowering Tools of Leadership: Motivating and Delegating:

- Identifying the important factors in motivation.
- Appreciating how different theories of motivation can be applied to the work setting.
- Tailor motivational efforts to individual employees and different situation.

- Identify the benefits and the barriers to delegation.
- Identify the different delegation styles and understand the guidelines for on how and when to use them.
- Evaluate employees and situations and determine the appropriate delegation style.
- The difference between doing, leading, and managing.

Unit 2:

The Attributes and Characteristics of Successful leadership:

- Characteristics of highly effective leaders.
- The difference between traditional and transformational leadership.
- Using flexible effective leadership styles.
- Understanding a leadership mindset.
- Effective leadership and emotional intelligence.
- Practicing effective decision making.
- How to build an effective, proactive team.

Unit 3:

Coaching for Top Quality Performance:

- Performance Appraisals to Performance Management - manager's self-evaluation.
- Managerial barriers to Effective Performance Appraisals.
- How to assess an employee's performance fairly - avoiding subjectivity and bias.
- The benefits of on-going Performance Management.
- Leadership/coaching behavior assessment.
- Your leadership/coaching style - strengths and gaps.
- Using performance management as a leadership strategy.

Unit 4:

How to Become an Environmental Change Agent:

- Defining a learning environment and its benefits.

- Senge's five learning disciplines.
- Personal mastery - learning to expand our capacity to create the results we most desire.
- Mental models - seeing how our internal pictures of the world shape our actions.
- Shared vision - building a sense of commitment in a group.
- Team learning - creating a thinking synergistic environment.
- Systems thinking - a language for describing the forces that shape the behavior of systems..

Unit 5:

Building Effective Communication Skills:

- Identifying the importance of effective interpersonal communication for the leadership role.
- Building trust and believability: behaviors vs. intentions.
- Perception and communicating with others.
- Self-concept and leadership success - strategies for improving self-concept.
- Delivering clear, concise messages.

Unit 6:

Strategic Planning and Execution:

- Developing strategic plans aligned with organizational goals.
- Implementing strategies effectively to achieve desired outcomes.
- Monitoring and adjusting strategic plans based on performance and changing circumstances.
- Leading the execution of strategic initiatives across the organization.
- Aligning resources and capabilities to support strategic objectives.

Unit 7:

Conflict Resolution and Negotiation Skills:

- Understanding the sources and types of conflicts within teams and organizations.
- Developing effective conflict resolution strategies to address conflicts constructively.
- Enhancing negotiation skills to achieve win-win outcomes.

- Managing difficult conversations and emotions during conflict resolution.
- Fostering a collaborative and positive work environment through conflict management.

Unit 8:

Leading Change and Innovation:

- Understanding the dynamics of organizational change and innovation.
- Leading change initiatives effectively to drive organizational growth and adaptation.
- Fostering a culture of innovation and continuous improvement within teams and organizations.
- Overcoming resistance to change and fostering buy-in from stakeholders.
- Implementing change management frameworks and best practices.

Unit 9:

Performance Evaluation and Feedback:

- Developing and implementing performance evaluation systems.
- Providing constructive feedback to individuals and teams to enhance performance.
- Setting clear performance goals and expectations.
- Conducting performance reviews and appraisals effectively.
- Coaching and mentoring employees to improve performance and achieve objectives.

Unit 10:

Strategic Talent Management:

- Identifying and attracting top talent to the organization.
- Developing talent pipelines and succession plans.
- Retaining key employees through effective talent management strategies.
- Developing employee skills and competencies aligned with organizational goals.
- Creating a culture of learning and development to foster employee growth and engagement.