

# € TRAINING

Seminar: Leadership Development: Self-Awareness, Skills and Strategies





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## Introduction:

The best leaders thoroughly understand themselves. Time and time again, research has shown that self-awareness and self-direction are two essential factors in leadership effectiveness. As leaders gain a better sense of themselves and a clearer plan to self-actualization.

## Course Objectives:

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

- View leadership from a new and higher-level perspective
- Discover and analyze their leadership style and tendencies
- Grow in personal power and effectiveness
- Discover the "inner" leader as a source of growth
- Take team development to new levels of achievement
- Learn to lead through excellent communication skills
- Avoid many of the difficult people and HR problems that plaques many organizations
- Promote increased employee cooperation, increased motivation increased productivity, and increased profits
- Recognize their own emotions as well as the emotions of others
- Improve their ability to communicate, influence, and work with others

## Targeted Audience:

- Managers among all managerial levels
- Supervisors & Team leaders
- Human resources department
- People interested in developing their skills

## Course Outlines:

### Unit 1: Master Keys of Effective Leadership:

- The principles of leadership
- The mind of the leader
- The heart of the leader
- The practices of effective leaders
- The five roles leaders play
- Leadership self-assessment
- Rebalance your leadership style for optimal results

### Unit 2: Towards Emotional Self-Awareness:

- Growing your power
- Achieving emotional excellence
- Self-leadership through inner mastery

- Success through a positive attitude
- Your time and your life
- Increasing personal productivity
- Direction through personal Integrity
- Designing a strategic plan for your life and career

### Unit 3: Mastering People Skills:

- Understanding Interdependence
- Winning through effective communication
- The active listening model
- The four styles of communication
- Dealing with conflict constructively
- Using the principles of influence & persuasion
- Speaking and presenting skillfully
- The art of win-win negotiation