Best Leadership
One Day Program Details

Length: One Day

Leadership Skill Development

Good leaders have always been expected to be able to solve new problems, capitalize on new opportunities and navigate through the ever-changing landscape of business. Leadership is a complex process by which the leader influences others to perform and achieve. The leadership attributes – belief, values, ethics, character, knowledge and skills – are all traits, which can be learned. This course provides the basis for understanding what leadership is and what leaders do to be successful.

Dealing Effectively with Unacceptable Employee Behavior

You will gain advice on the sticky issue of disciplining workers whose performance just doesn't measure up. You will learn practical solutions for correcting problems. And you will go back to work with the skills necessary to achieve optimum productivity in your team, work group or department. You will learn communication skills that are critical to maintaining an open dialog with a problem worker.

It takes time and effort to become an great Leader. But the good news is that it can be done, especially if you have the passion to try.

Develop Humility

Leaders are humble people. So, learn why humility is important, and make sure that you understand – at a deep, emotional level – why arrogance is so destructive. Then ensure that you behave in a humble way – for example, whenever your team has success, make sure that credit goes to them for their hard work.

Conversely, as a leader, you're responsible for your team's efforts, even when things go wrong.

Ask for Help

Leaders are sometimes mistakenly thought of as "weak," because they ask for help when they need it.

However, learning how to ask for help is a genuine strength, because it lets you call upon the expertise of someone stronger in an area than you are. The result? The entire team or organization wins; not just you.

Take Responsibility

A top attribute of Leaders is taking responsibility for your team's mistakes or failings.

So make sure that you take responsibility for your (and your team's) actions.

Develop Discipline

Leaders are incredibly disciplined in their work. When they're sure of a course of action, no matter how difficult it is, they stick to their resolve.

If you know in your heart that you're right, then don't let naysayers dissuade you from a course of action. It's always important to listen to differing opinions, of course, but don't let fear be your driving motivator when you make, or change, a decision.

Find the Right People

Leaders depend on the people around them. They spend time finding the right people, and helping them to reach their full potential.

If you're a leader or manager already, then you probably know without thinking who your best people are. However, you sometimes have to challenge these assumptions.

Lead with Passion

Leaders are passionate about what they do, and they're not afraid to show it.

When you demonstrate to your team members that you love and believe in what you're doing, they will too. If you're having a hard time finding passion in your work, then you need to search for the human element in what you're doing.

Course Content

MODULE 1: INTRODUCTION & OBJECTIVES

- Program objective
- Maximum impact, Minimal Time
- 2 skills to maximize your team

MODULE 2: FUNDAMENTALS

- **THE TARGET –** How are we doing
- Leadership and communication
  - Barriers to communications
    - Identifying the root causes of performance problems
    - Tips for maintain a clear, open communication channel with a problem worker

MODULE 3: UNDERSTANDING

- First skill – Understanding
  - Problem solving steps
- Where is the difficult employee
  - Positive intervention techniques for turning performance problems
- Principles of motivation

MODULE 4: Getting the job done

- Second skill – Leading
  - Authority vs. responsibility
  - Delegation and acceptance
  - Roles and relationships
- The art of listening
- Developing the difficult employee
- Leadership and Team Building
- Leader as a facilitator, mediator and negotiator

MODULE 5: Application EXERCISES

- Application for you and your team
- Alignment XR.

MODULE 6: NEXT RIGHT STEPS

- Plan for tomorrow