

Management Excellence

Length: 5 Days

Summary: Corporations need to nurture dynamic leaders who can help their employees to be innovative, enterprising, focused and fully productive. This training course presents an opportunity for leaders to learn the management skills and leadership styles to enable them to maximize their own impact and effectiveness in the workplace, as well as giving them the insights and skills necessary to utilize the abilities of those who report to them.

This hands-on course will afford you the opportunity to learn how to:

- Examine yourself and your strengths and weaknesses
- Develop your communication skills
- Enhance your leadership abilities to bring about innovation
- Develop your decision making skills
- Apply creative problem solving in the workplace

At the end of this workshop, you will be able to:

- Develop appropriate management and leadership skills
- Understand how to cultivate and manage creativity
- Gain a greater awareness of yourself and your full leadership potential
- Develop adaptability in dealing with different people
- Apply effective decision making skills in solving problems

COURSE CONTENT

1: LEADERSHIP, INNOVATION & ENTERPRISE SKILLS

Day 1 A.M.: Successful Leadership Styles

- Inspirational leadership
- Power of Influence
- Understanding and developing others
- Proactive Leadership
- Delegation as a leadership style
- Motivational leadership

Day 1 P.M.: Driving Radical Innovation

- Lateral thinking
- Share your thinking, purpose & direction
- Systemic innovation
- Unleashing the power of the mind
- Cultivating creativity
- Managing change creatively; implementing innovation

Day 2 A.M.: Entrepreneurial Leadership

- Optimizing your personal leadership strengths
- Becoming an environmental change agent
- Developing personal empowerment
- Using transformational vocabulary
- Maximizing essential communication principles
- Understanding the major levels of communication

Day 2 P.M.: Accountable Communication

- What is accountability?
- Improving personal credibility
- Leading with integrity
- Sharpen your communication skills
- Listening with the heart
- Inspiring and guiding the team

Day 3. Developing Emotionally Intelligent Organizations

- Building bonds, cooperation & team building
- Forging emotionally intelligent teams
- Resolving conflicts using emotional intelligence
- Communicate your vision
- Organizational awareness
- Leading emotionally intelligent organizations

2: DECISIONS, DYNAMICS & LEADERSHIP STYLES

Day 4 A.M.: Gaining Insights into your Leadership Styles

- Inspirational leadership
- Power of Influence
- Understanding and developing others
- Proactive Leadership
- Delegation as a leadership style
- Motivational leadership

Day 4 P.M.: Developing Decision Making Skills

- Using your left brain & right brain to make decisions
- Developing effective problem solving skills
- Developing openness to new ideas in making decisions
- Promoting idea mobility in teams
- Understanding the creative solving process in individuals and teams

Day 5 A.M.: Overcoming Mental Blocks to Decision Making

- Challenging self-imposed assumptions
- Metaphorical thinking
- Increasing new ideas
- Getting people behind your ideas
- Evaluating new ideas
- Creative leadership

Day 5 P.M.: Effective Leadership to Develop Dynamic Problem Solving in the Team

- Ensuring alignment with corporate mission
- Encouraging self-initiated activity
- Endorsing Unofficial activity
- Enhancing Serendipity
- Importance of appreciating diverse stimuli
- Developing a personal action plan