

## Leadership

This seminar is a mixture of participant participation, lecture and practical exercises. The course gives you a foundation in leadership qualities and tools for building effective teams. Group projects based on seminar material give you an opportunity to discuss and implement leadership concepts and techniques as you learn them.

**Prerequisites:** None

**Length:** 2 to 3 days

### Benefits:

The key to success of any organization or team is the ability to lead other people. Everything succeeds or fails based on leadership. Sound leadership skills can be tough and can be refreshed through example. Organizations can foster or stifle leadership development; to grow and successfully operate an organization or team is a function of management's ability to place effective leaders in critical positions. Gone are the days of bullwhip leadership, leaders of tomorrow will have to establish real vision, develop people skills, problem solving ability and a sense of values. The leader must master communication and motivational skills to effectively survive.

### Objectives:

The participant will acquire knowledge of Leadership Qualities when applied will enhance the individual's and company's chance of success. Participants will learn how to improve the leader within. Learn how to use the following basic leadership and team building tools:

- Learn definitions of leadership
- Learn identification of individual strengths
- Learn keys to becoming an effective leader
- Learn methods to gain leadership experience
- How to develop people
- How to motivate people
- How to do effective team building

## Course Outline

### Introduction

Seminar member introduction and Overview of Course Material

### Project Management Terminology

- Leadership vs. management
- Positional leadership
- levels of leadership
- Experiential leadership
- Developing self discipline
- Attitude adjustment

*Group exercise on Leadership.*

### Keys to Developing Leadership Qualities

- Learning to love people
- Establishing personal and team objectives
- Building leaders about you
- Establishing a value system
- Prioritizing efforts
- Self evaluation of leadership ability

*Individual exercise.*

### Motivating People

- Learning to listen and listening to learn
- Individual dignity
- Value of people
- Commitment to people
- Integrity with people
- Setting the standard
- Influencing People
- Motivational and de-motivational factors

*Group exercise on motivating people.*

### Overview Developing a Leadership Factory

- Successful coaching
- Empowering people
- Setting realistic goals
- Fostering career development
- Profile of a troubled leader

*Group exercise using on developing Leadership.*