

Practical Leadership (Tier 1)

1 Day

Description

Up to this point in your career, you have been a successful employee or individual contributor, or have recently been promoted to manager. You have developed skills to be successful in your field. In this course, you will learn the practical skills you need to be an effective leader in your organization.

Prerequisites

- None

Objectives

Participants completing this course should have a basic understanding of practical leadership skills.

Transitioning from Individual Contributor to Leader

Define Leadership

Leadership
Self-Awareness
Accountability
Integrity
Ethical Behavior

Identify Your Leadership Style

Leadership Styles
Guidelines on Identifying Your Leadership Style

Redefine Your Role

Guidelines on Redefining Your Role

Developing an Effective Team

Develop an Effective Team

The Effective Team
Empowerment
Motivation
Delegation
Micromanagement
Guidelines on Developing an Effective Team

Coach for Performance

Coaching for Performance
Guidelines on Coaching for Performance

Influence for Results

Influence
Guidelines on Influencing for Results

Empower Your Team Members

Guidelines on Empowering Your Team Members

Lead Your Team Through Organizational Change

Organizational Change
Resistance to Change
How to Help Your Team Manage Organizational Change

Leading Different Types of Teams

Work with Different Types of Teams

Teams and Groups
Types of Organizational Teams
Organizational Teams and Their Advantages and Disadvantages
How to Manage Different Types of Teams

Overcome Communication Barriers

Communication Barriers
Types of Communication Barriers
How to Overcome Communications Barriers

Practical Leadership (Tier 1), continued

Overcome Issues Among Team Members

- Personal Styles
- Team Member Roles
- Reporting Structure
- How to Overcome Issues Among Team Members

Aligning Your Strategy for Business Results

Identify Core Values

- Organizational Culture
- Supportive Organizational Culture
- Bureaucratic Organizational Culture
- Hierarchical Organizational Culture
- Entrepreneurial Organizational Culture
- Values
- How to Identify an Organization's Core Values

Write a Vision Statement

- Strategic Framework
- Vision
- Types of Customers
- Diversity
- How to Write a Vision Statement

Establish a Mission

- Mission Statement
- How to Establish a Mission

Develop Goals

- SMART Goals
- How to Develop SMART Goals