Introduction

Best practices are employed by world-class leaders who have used their influence to change their environment—whether in government, business, or any organization—leading to greater success. Organizational development literature outlines various leadership practices and techniques that have proven to be effective both locally and globally.

This program delves into what business leaders do to improve their organization’s position through effective leadership. By analyzing leadership practices of successful business figures, we provide actionable insights for any leader to apply these techniques in their own environment.

The course combines case studies, videos, and team activities to offer a hands-on approach to enhancing leadership skills. In the dynamic world of organizational leadership, improving leadership abilities is essential for fostering a culture of continuous improvement and peak performance.

Targeted Groups

- Managers at all managerial levels
- Supervisors
- Team leaders
- Human Resources Management
- Employees seeking to enhance their leadership skills and gain competencies for career growth

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Course Objectives

By the end of this course, participants will be able to:

- Identify the best practices of historical leaders and how to apply them today
- Understand leadership within their organization and how to improve their capabilities
- Assess their role as effective leaders in any organizational context
- Develop a change management model, focusing on planning, communicating, and implementing change
- Build and restore trust within an organization
- Use personal influence and political savvy to effectively network and influence others
- Create strategies for fostering a positive work environment and fostering leadership in others
- Develop a personal and professional vision and communicate it to stakeholders
- Tap into inner strength and gain self-confidence
- Maximize productivity from each team member through empowerment and time

management
- Foster a culture of innovation that enhances leadership skills

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Targeted Competencies

- Essential leadership skills
- Leadership balance and development
- Building trust and a following
- Change management
- Strategic planning and leadership example-setting
- Personal growth and time management
- Commanding respect and leadership presence

Course Content

Unit 1: Leadership and Influence

- Understanding leadership roles
- Conducting a self-appraisal of leadership behaviors
- Leadership from within: how to lead yourself
- Key leadership paradigms and guiding principles
- The three lenses of leadership: self, others, and organization

Unit 2: How a Leader Leads From Within

- Ways to increase self-awareness and self-knowledge
- The role of self-reflection and self-esteem in leadership
- Understanding how you think as a leader
- Key characteristics of effective leaders
- Creating an environment conducive to leadership
- Authentic leadership and emotional intelligence
- Balancing mind, body, and spirit in leadership

Unit 3: The Role of a Change Leader

- Leading the transition through change
- Understanding and managing responses to change
- Building resilience during times of change
- External and internal environmental change factors
- Leading through change with the right leadership paradigms
- Communicating and managing the human side of change

Unit 4: How a Leader Builds Trust

- Understanding the concept and importance of trust in leadership
- The benefits of cultivating a high-trust environment
- Identifying trust-reducing behaviors and restoring trust
- Building the capacity for trust and developing personal influence

- Negotiation techniques for building trust

Unit 5: How a Leader Fosters a Leadership Environment

- Mindset and action focus for leadership success
- Developing the “alliance mindset” and fostering cooperation
- Creating win-win solutions in leadership scenarios
- Tips on improving leadership performance
- Essential qualities and characteristics of successful leaders

Unit 6: Creating and Implementing a Leadership Communication Strategy

- The visionary leader: defining and communicating a vision
- The power of creative vision in leadership
- The leader’s influence on organizational culture
- Strategies for facilitating a culture of leadership
- Implementing a leadership communication strategy
- Examining best practices from visionary companies

Unit 7: How Effective Leaders Control Their Inner Power

- Knowing and leveraging your leadership strengths
- Using emotional intelligence to influence effectively
- Understanding the “base of power” in leadership
- Exploring the concept of “Spiritual Capital” in leadership
- The influence of leaders on employees, peers, and senior managers
- Managing body and mind for optimal leadership performance

Unit 8: How a Leader Develops People

- Techniques for involving others in the leadership process
- Best practices from influential mentors and coaches
- Motivating your team and creating self-motivated leaders
- Understanding the need for achievement, power, and affiliation
- Applying expectancy theory and motivation techniques

Unit 9: How a Leader Uses Resources More Effectively

- Delegation best practices and the benefits of delegation
- Overcoming common barriers to effective delegation
- Understanding the difference between delegation and empowerment
- Creating an environment conducive to empowerment
- Using goal-setting, time management, and prioritization for efficiency

Unit 10: How a Leader Builds an Innovative Culture

- The leader as a creative thinker and visionary
- Building a culture of innovation within the organization
- Challenging self-imposed assumptions and fostering new ideas
- Putting leadership best practices into action for innovation
- Case study: Building a unique leadership-driven culture
- Developing a personal leadership plan and training programs to enhance

leadership skills and organizational practices