BTS
Training & Consultancy

The Essentials of Leadership Skills

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The Essentials of Leadership Skills

Course Summary:

Successful leadership is about acting and thinking like a leader, activating your best self and unlocking potential in others. So to define purpose, build credibility and exercise influence, start by asking hard questions about who you are and what you stand for. You will learn new perspectives and techniques to reach your highest personal and professional potentials as a leader, including how to build trust, manage conflict, use positive emotions for successful decision-making, and implement effective time management. Your new non-verbal communication skills, such as presence and body language, will motivate and inspire people to achieve their best. You will also create an awareness and expansion of your repertoire as a leader. Connect, inspire and motivate your team by having your message congruent with your body language and voice

This course aims to encourage effective, collaborative methods of leadership to work in their organizations and leverage the leadership potential of team members. Delegates will be exposed to focus on developing leadership skills, personal influence, as well as explore strategies for building a team of strong professionals who will support each other, deal with tough problems efficiently, and take accountability. This course focuses on tactful leadership practices that are effective in any business. By developing outstanding leaders and/or empowering leaders at all levels in the organization, they would acquire the inner compass that will guide their daily actions, enabling them to earn the trust of their colleagues and guarantee success of next generation of business practices.

Who Should Attend?

Team Leaders, Managers, Superintendents, HR Officials, T&D Personnel, General Supervisors, Executives, Supervisors, Financial Officers and Controllers, Process Managers, Strategic Planning Managers, Key Personnel, OE Champions, Chief Executive Officers, Directors, Company Secretaries, Presidential Advisors, Ministerial Advisors, Board Advisors, Chief Financial Officers, Board Members, Heads of Department, Directors of Human Resources, Directors of Business Development, Strategic Advisors, Senior

Managers, Project Directors, Engineers, any person needs to acquire managerial and leadership skills

Course Objectives:

By the end of this course, delegates will learn about:

- Provide leaders with a series of strategies, activities, and cases at various levels of change
- Discover the core competencies required for exemplary leadership
- Examine the ethical aspects of leadership and values which drive lasting results
- Enhance others' perception as a leader with integrity
- Build the right culture for people and processes to support strategy
- Gain key insights on how to be a successful leader in today's challenging business climate
- Learn practical skills, time management applications and work values to develop your own leadership style
- Investigate tools to mobilize and nurture the talents of the people in your team
- Discover how to build effective networks and grow social capital
- Inspire people around you
- Learn how to lead effectively under pressure
- Explore how you can present yourself effectively
- Connect with others and build trust more quickly

Course Outline:

Developing a Leader

- Individual leadership development
- Leadership styles and agility
- The mindset of a leader
- The leadership values
- Top leadership behaviors

Interpersonal Leadership Skills

- Active listening
- Aggressive, passive, assertiveness
- Developing empathic attunement
- Engaging in collaborative behaviors
- Coaching for better performance

Developing a Winning Team

- Understanding team dynamics
- Managing performances
- Improving team effectiveness
- Delegating effectively
- Team building exercises

Organizational Leadership Management

- Managing change within the organization
- Impacting organizational culture
- Enhancing leadership influence
- Being an enabling leader
- Developing organizational commitment and meaning

The Leader's Network

- Stakeholder relations
- The network weaver roles
- Network management
- Network growth indicators
- The principles of public engagement