



Becoming an Effective Leader

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Course Summary:

Organizations need leaders – and not just in top executive positions. Leaders are people who have the vision to see what needs to be done, and to motivate and energize people to perform excellently. With strong leadership skills in place at all levels of your organization, it will be much easier to build a strong, respected and prosperous business. However, developing people with leadership potential is not always easy. To ensure your business's continuing performance, you need to develop these people and nurture their leadership potential, it's a potential that's far too valuable to waste.

All delegates receive three days of interactive training covering the latest leadership theories and 'best practices' to develop a strong fundamental basis upon which to build their future success. All aspects of management & leadership are examined through traditional and innovative learning processes. However, theory alone is not enough, each delegate needs to experience and apply their learning through practical application taking the learning out of the classroom and into business situations.

This program will feature:

- Understanding of management & leadership fundamentals
- Developing their level of personal effectiveness
- Communicating clearly, enhancing team participation and greater productivity
- Being seen as a confident and assertive leader in meetings and business development
- Developing core competencies in change management and corporate strategy

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 be able to:

- Appraising their leadership style and building rationale for personal change
- Implementing techniques for strategic organizational change
- Utilizing communication techniques that engage and empower
- Creating a working culture that aligns to the organizations strategic direction
- Implementing strategies that foster commitment to continuous improvement

Course Outline:

Leadership in a Global Environment

- Principles of Leadership
- Leadership is a learning experience
- Managerial leadership
- The leadership challenge: balancing strategy and culture
- Leadership in strategic thinking organizations
- Understanding the interrelated factors that impact change

The Communicating Leader

- Communication: the leaders' essential tool
- Interpersonal, open communication is two-way
- Understanding how interpersonal communication preferences differ
- Communicating empowerment and motivation techniques in leadership
- Great leaders listen: active listening techniques
- Communicating and presenting with impact and passion

Highly Effective Teams

- The Goals of Teamwork
- High Performance Team Masterplan
- Identifying Effective Team Behaviors
- Understanding Team Player Styles
- Overcoming Obstacles to Effective Teams
- Dealing with poor performance and difficult situations

The Leadership Challenge

- Personal Assessment and development plan
- Communication assessment and dealing with different communication styles
- Strategy – understanding, aligning and goal setting
- Culture – diversity and dealing with different cultures
- Change Management – vision, planning and execution
- Presenting and delivering success

The Team Challenge

- Understanding team roles & responsibilities
- Building effective teams
- Developing and motivating teams
- Performance Management
- Dealing with difficult people

Rewarding success