#LEADWELL: BUILDING LEADERS FOR TOMORROW

Learn to be a more effective leader

COURSE DESCRIPTION

Developed and delivered by professional leadership experts, our program provides immediate and sustainable impact for leaders. We combine dynamic, interactive classroom instruction rolled out over a 10-week horizon, along with individualized, situational coaching.

Our program is grounded in the conviction that effective and impactful leaders require insight into their personal leadership style. Development of that style - in addition to learning and adapting key management behaviors - will ensure that you are leading well today and into the future.

Over 300 leaders in the Capital District have learned how to become more effective through our management training program. We would love for you to join this elite group of individuals who are not just leading, but leading well!

OBJECTIVES

Participants will learn to:
- Clarify the role they play as manager and leader
- Inspire and motivate their team
- Understand all those people challenges
- Improve management communications
- Build mature relationships with employees and peers
- Practice coaching skills for improving performance
- Lead their team through change

PROGRAM FEATURES

- Personalized leadership style assessment
- Facilitators with hands-on management experience
- One-on-one personal coaching during the program
- Interactive peer-to-peer learning
- Post-program coaching session

Employees deserve to be led by great leaders. Leaders deserve the opportunity to learn how to be great people leaders.

TESTIMONIALS

"The facilitators are great and the coursework fantastically interesting."

"I have walked away with so much additional insight into myself as a professional, my role in the company, and within my team, and have found appreciation for the complexity of the relationship between all of these."

"I wish I took the training a year ago."

Bishop House
We Build Better Workplaces

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**Session 1 - DiSC: Understanding Personal Styles**
- Learn DiSC styles including behaviors, strengths and weaknesses of each
- Increase awareness of your personal management preferences
- Explore the influence of your management style
- Learn a method for recognizing others’ styles and how to adapt
- Understand MyEverythingDiSC and how it can support learning

**Session 2 - Your Role as a Leader**
- Reflect on how you perceive yourself as a leader
- Examine management versus leadership behaviors
- Explore the influence of your management style
- Explore common leadership theories and impacts of different leadership approaches
- Identify changes you want to make in your leadership approaches

**Session 3 - Management Communications**
- Understand the importance of all of your communication as a manager
- Build communication skills related to listening
- Determine the best methods and technology for delivering an effective message
- Understand what is necessary to run effective meetings

**Session 4 - Owning Your Work & Time**
- Examine your habits in how you manage your work and time
- Explore best practices and tools related to prioritizing and managing work and time
- Learn how and when to delegate, including critical steps to insure success when delegating
- Create an action plan for delegating a specific task

**Session 5 - Creating a Healthy Work Culture**
- Examine the importance of the work culture
- Understand the impact a manager has on the work environment
- Creating a culture of trust
- Gain insight into employee motivation
- Identify approaches to support motivation of employees
- Create an action plan for creating a motivating culture

**Session 6 - Coaching & Counseling Performance**
- Understand the role of a coach and the importance of being an effective coach
- Understand how to prepare for and deliver a coaching conversation
- Learn to create a plan, actively listen, set expectations and come to an agreement
- Understand the importance of keeping those you coach accountable
- Learn counseling approaches when coaching isn’t successful

**Session 7 - Conflict & Crucial Conversations**
- Examine conflict and differentiate between healthy and unhealthy behaviors
- Identify what is a “crucial conversation”
- Understand our reactions during these conversations
- Review the key strategies when having an important conversation
- Recognize the connection to DiSC

**Session 8 - Leading Change**
- Understanding change and how it affects us personally and in how we lead others
- Discuss strategies to get through change personally and as a leader
- Understand change fatigue and how it affects organizations
- Discuss the different types of change that exist in organizations
- Discuss resistance to change and how to overcome it

**ONE-ON-ONE COACHING**

Five confidential leadership coaching sessions with an experienced leadership coach ensure the leader is leveraging their new skills “back in the real world.”

This one-on-one development opportunity takes place at critical junctures for the new leader during the program. Each participant will have a kickoff meeting with their coach before the first session, meet three times during the program, and get together for a follow-up coaching session approximately four months after completion of the program.

For more information about the program email leadwell@bishophouse.com or call 518-885-9064