

Module 1: Principles of Leadership

- The importance of leadership in achieving long-term organizational success
- The five myths of leadership
- The difference between leadership and management
- The difference between controlling and empowering leadership styles

Module 2: Practices of Empowering Leaders

- Empowering leaders have a driving passion to realize their vision
- Empowering leaders build and sustain trust with their followers
- Empowering leaders unleash the commitment and motivation of their followers
- Empowering leaders are social and organizational architects
- Empowering leaders act from positive beliefs about people and situations

Module 3: The Five Leadership Roles

- The three core elements of team effectiveness
- The five roles of leadership
- The appropriate balance among the five roles
- How to lead “from the balcony”
- How to use a set of diagnostic questions to lead “from the balcony”

Module 4: Leadership Practices: A Self-Assessment

- Understanding your strengths and weaknesses as a leader
- Assessing yourself in the five leadership roles
- Knowing how you are viewed by others in your organization
- Developing personal improvement plans

Module 5: Personal Productivity

- How you currently use your time
- The barriers that keep you from managing your time more effectively
- The difference between the important and the urgent and how to schedule the time for the important
- To set professional goals to guide your use of time
- A systematic approach to managing daily events

Module 6: Fundamentals of High Performance Teams

- The definition of a High Performance team and how it differs from traditional work groups
- The three elements of High Performance teams
- Four types of teams
- The stages of team development

Module 7: Performance Expectations

- Learn to confront behavior that fails to meet your expectations
- Understand the importance of discipline and conformity in building high performance
- Develop a set of non-negotiables for those whom you lead
- Practice the skill of harnessing harmful behavior
- Apply the skill to back-home situations

Module 8: Empowering Others For Success

- The difference between commitment and compliance motivation
- How leadership changes to create commitment
- The four principles of empowerment
- The elements of empowerment
- A matrix for identifying what people need in order to be empowered
- A dialogue to transfer power to others
- A model of situational leadership