



LEADING PEOPLE to Maximize Performance

Course Introduction:

A leader is someone who sets the direction and influences people to follow in that direction. This course series establishes what some of the industry leaders do, to improve their organizations' position through effective leadership. We will study the best practices from industry leaders whose techniques have proven to work in the local and global markets. Each practice will include a way in which any leader in the market can apply the practices learned to improve their own environment. In addition, case studies are delivered through videos with a hands-on activity and team case questions, to further provide an insight into how to make these practices work in your own environment.

Course Objectives:

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

- Develop essential leadership qualities to enable growth and capacity to lead
- Develop a Leadership Balance
- Build a following by building trust
- How to transform people into productive followers
- The ability to change other people and change your paradigm
- Insight into your own leadership style
- Becoming a well-rounded leader in everything in Life
- Build a plan for your future
- Lead by example
- Apply personal growth techniques
- Manage your time and resources more effectively
- Command respect

Who Should Attend?

This training is intended to take those who supervise other people and processes, and give them pure leadership skills to enable them to have the capacity to both lead and manage people. In that context, the program should be attended by all who aspire to build their leadership qualities.

Course Outline:

CREATING AND IMPLEMENTING A LEADERSHIP COMMUNICATION STRATEGY

- The leader as a Visionary
- The Power of Creative Vision
- The Leader's Influence on Culture
- Models of best run Visionary Companies
- How a leader facilitates the path to a Culture

- Implementing a Leadership Communication approach
- The leaders' ability to communicate across all boundaries

HOW EFFECTIVE LEADERS CONTROL THEIR INNER POWER

- Guide to knowing your leadership strengths
- How Leaders use their Emotional Intelligence
- Understanding the Leaders base of Power
- Understanding Spiritual Capital
- Studies of Great Leaders and their Influence on the World and Business
- Leaders Influence on people - employees, peers and senior managers

HOW A LEADER DEVELOPS PEOPLE

- You don't have to do it alone - secrets to involve others
- Best Practices of effective Mentors and Coaches
- The Motivating Leader
- Defining a practical application for the 3 critical competencies
- How a Leader motivates themselves and others
- The need for achievement, power and affiliation
- Expectancy theory and motivation
- How a leader Creates an environment for self-motivation

HOW A LEADER USES RESOURCES MORE EFFECTIVELY

- Best Practices to effectively delegating
- The benefits of delegation
- The barriers to delegation
- Delegation Vs Empowerment
- Creating the climate for empowerment
- Using goal setting, time management, planning and prioritizing techniques successfully

HOW A LEADER BUILDS AN INNOVATIVE CULTURE

- The Leaders as a Creative Thinker
- Building a Culture of Innovation and new ideas
- Putting Best Practices, into Practice
- Guide to Building a Personal Leadership Plan
- Course Review and Certification

Course Fees:

To be advice as per course location. This rate includes participant's manual, Hands-Outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Methodology:

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work
- Discussion
- Presentation

Course Certificate:

International Center for Training & Development (ICTD) will award an internationally recognized certificate(s) for each delegate on completion of training.

Course Timings:

Daily Course Timings:

08:00 - 08:20	Morning Coffee / Tea
08:20 - 10:00	First Session
10:00 - 10:20	Coffee / Tea / Snacks
10:20 - 12:20	Second Session
12:20 - 13:30	Lunch Break & Prayer Break
13:30 - 15:00	Last Session