

Leadership and Management Skills for the 21st Century Training

Description

Course Description

This intensive training opportunity is designed for executives who want to make a positive impact in their business, their organisations, their careers, and their personal advancement. This training workshop will comprise an intensive ten modules that covers essential advanced skills for executives and senior managers. The course is designed to model the 21st executive practices in an experiential way and to foster leadership and management development.

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Course Objectives

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

- Understand the relation between the personal characteristics behind leadership and the disciplines underpinning management
- Learn various leadership styles and their impact on an organization
- Determine how your behavior impacts leadership principles
- Learn appropriate leadership practices as developed in your personal action plan
- Identify changes necessary for your personal leadership success
- Become a “super leader” who recognizes the importance and potential of leading others to lead themselves.
- Build a culture that promotes trust, integrity and high performance
- Improve performance through empowerment
- Use proven ways to increase your effectiveness
- Define the key concepts associated with Decision Making
- Understand the nature of the decision making process
- Understand a range of decision making techniques
- Use these techniques to build an effective decision making process
- Explain the benefits of having an effective decision making process
- Analyse and understand the elements of negotiation
- Plan, analyse and present convincing argument

- Distinguish the difference between and benefits of competition and cooperation
- Practise the four stages of negotiating in a variety of situations.
- Identify sources and types of organizational conflict.
- Appreciate different perspectives on conflict within the organization
- Employ various conflict handling strategies and styles
- Identify conflict outcomes to the organisation

Course Outlines

- Leadership Skills
- Strategic Planning
- Leading through Emotional Management
- Positive Emotional Communications
- Communication Skills
- Effective Decision Making
- Positive Behaviour Management
- Performance Management
- Conflict Management
- Negotiation Skills

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