



## The Practical Leader – Developing and Leading High Performing Teams Training

### Description

#### Introduction

This programme will show you what you should actually do hour by hour, day by day, week by week, month by month as a leader. Other training courses which will teach you the theory of leadership, concentrating on style, vision, mission and values. This one will instead show you the practices you should adopt and the habits you should develop to succeed as a leader.

You probably already know what good leaders do. You will have experienced good leadership in others; you will also have encountered poor leadership. This programme will give you the confidence to do what you know is right in leading your team.

#### objectives

- Identify steps to create a close, mutually trusting relationship with team members and staff
- Techniques to motivate employees to higher performance
- Deal with under-performers in a positive, constructive way
- Delegate effectively and in particular, run meetings well
- Deal properly with complaints and grievances
- Handle change effectively

#### Contents

##### Day One

##### Understanding Motivation

- Identifying motivating factors
- Physiological needs
- Psychological needs
- Sociological needs
- Intrinsic and extrinsic motivation

- How to enhance motivation

## Day Two

### The Practices of Successful Leaders

- How to get the job done
- Essential characteristics of teamwork
- Building a sense of pride and mutual trust
- Empowering employees to make decisions
- Delegation for increased productivity
- Running meetings

## Day Three

### Managing Performance

- High performance leaders
- Valuing employees
- Recognition and reward
- Creating a high performance culture
- Motivating poor performers
- Accomplishing goals under time constraints

## Day Four

### Leading a High Performance Team

- Communicating objectives clearly
- Listening for understanding
- Communicating with your team
- Hiring the right people
- Giving timely feedback on performance
- Negotiating agreements to satisfy both parties

## Day Five

### Developing the team

- Handling change
- Embracing change as a team
- Developing a sense of belonging
- Valuing diversity on the team
- Coaching employees to take action
- Action plan for The Practical Leader