LEADERSHIP SKILLS FOR LEADERS

CONCEPT

What are the key concepts to effective leadership? How do we motivate our employees?

Who makes the best performers? People who are analytical, or people who are creative? People who follow the rules, or people who think outside the box? People who like change, or people who don't like change?

What are the keys to a culture change? What is the best way to pick a team to manage change? How do we know when the change has stuck?

What drives employee performance? How do we inspire employees to improve? Is leading by example the best way, or is there one step better? What are the dividing lines between exceptional performers and everyone else?

What are the basics of teaching and coaching staff members? How do we inspire them to improve themselves? What is the best way to teach someone what we know?

How do we truly know which items are a priority, and what is the best way to make sure they get completed? How do we organize our work to deal with multiple priorities?

Based on concepts he developed from his books The Eight Characteristics of the Awesome Employee and Attitude, Ability and the 80/20 Rule, Carl Van, ITP, answers those questions and many more

All levels of management will benefit from the discussion of what drives employee performance and how to use that information to drive up one's own performance.

TOPICS

DAY 1

8:30am – 12:00pm

- Leadership quiz
- Free book challenge

- Who makes the best performers?
- Attitude, ability and the 80/20 rule
- 95% of performance problems are caused by…
- Driving up employee performance

1:00pm: - 4:30pm

- The three critical elements to effective coaching
- How to tell if you have a training issue
- Management's role in training and development
- Determining training objectives
- Role contrast: Trainers vs. Managers

DAY 2

8:30am – 12:00pm

- Change management concepts and tips
- Making sure change sticks
- Understanding the basics of adult learning
- The only information source you can trust is…
- Leading by example – good enough?
- Being a beacon
- Inspiring improvement

1:00pm: - 4:30pm

- Common barriers to getting things done
- Planning and to-do lists
- Effective prioritization
- Managing employee interruptions ■