

Training
Course

Effective Leadership with Results for
Seniors in Public Sector



Course Overview:

This program focuses on advancing leadership proficiencies and leveraging them for measurable, sustained impact in a range of business environments as follow:

- ✓ Negotiation Talent
- ✓ Leadership with efficiency
- ✓ Leading through coaching and empowering
- ✓ Team building philosophy
- ✓ Giving and receiving feedback
- ✓ Building trust and profession loyalty
- ✓ Conflict management and designing healthy business environment
- ✓ Employee Engagement and responsibility

Who Should Attend?

This course has been designed for those who want to build on their existing leadership effectiveness or for those who are looking to move into leadership positions to improve their preparedness for the role.

Course Objectives:

- ✓ Strengthen your preparedness and skills to lead others.
- ✓ Identify the fundamental behaviors required of excellent leaders
- ✓ Develop a personal strategy to get the most people through more appropriate team and trust building, negotiation, engagement and conflict management skills

- ✓ Discover a variety of communication styles to effectively cope with different people and situations
- ✓ Gain self-awareness of your leadership characteristics and your professional development needs.
- ✓ Deploy appropriate leadership tools for specific situations and desired outcomes.
- ✓ Develop a culture of continuing professional learning within your organization.
- ✓ Respond successfully to unexpected outcomes and imposed challenges.

Course Outline:

Day One

➤ **Negotiation Talent:**

- What is the negotiation strategy?
- How do you deal with negotiation?
- How you should communicate during negotiation?
- The skills of understanding different point of views?
- The qualities of professional business negotiation?

➤ **Leadership with Efficiency:**

- The most effective leadership skills?
- What makes an effective leader?
- How you can lead by example?
- Leadership through motivation and innovation?
- How Leaders can create an effective team?

Day Two

➤ **Leading Through Coaching & Empowering Team Building:**

- Who is a Coaching leader?
- What are the basic principles of coaching?
- How do you develop an effective coaching plan?
- How can I improve my coaching and mentoring skills?
- How to follow up coaching results?

➤ **Team Building Philosophy in Public Sector:**

- How do you develop guidelines for team building?
- What are the best team building activities for work?
- What is team building requirements?
- How to manage team members differentiation?
- How to manage efficiency balance at workplace?

Day Three

➤ **Giving and Receiving Feedback:**

- What is giving and receiving feedback?
- How do you best receive feedback?
- How do you best manage feedback?
- How do you encourage feedback?
- How do you train your team to deal with feedback?

➤ **Building Trust and Profession Loyalty:**

- How do you build trust at workplace?
- How do you create confident team work?
- How do you empower employees with trusted results?
- How do you encourage loyalty at workplace?
- How trust and loyalty can make daily work easier?

Day Four

➤ **Conflict Management and Designing Healthy Business Environment:**

- What are the objectives of conflict management?
- What are the five conflict management styles?
- How do you manage conflict?
- How do you reduce conflict and differentiation between team work?
- How to create a healthy and efficiency business environment?

➤ **Emotional Intelligence and the Impact on Leadership**

- Achieving Leadership Emotional Excellence
- Leadership through Inner Mastery
- Growing your Inner Personal Power and Positive Attitude

Day Five

➤ **Employee Engagement and Responsibility:**

- How can you effectively engage your team?
- How do you encourage innovation and creativity?
- How do you train your team for a sense of responsibility?
- How responsibility effect on results?
- What are the professional steps of engagement?

Training Details

Course Duration

5 Days

Pre-Schedule

6 – 10 Oct 2024

Venue

NH Collection Frankfurt City Center Hotel

Training Fees Per Person

KWD 1500 (One Thousand Five Hundred)

Course Fees Include

- Tuition documentation
- Curriculum and Training Handout
- Five star coffee break
- Completion Certificates
- Lunch Included