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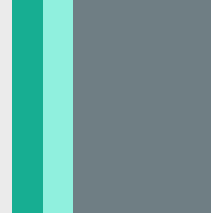
Leadership Workshops

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All workshops are tailored and personalized for our clients' needs and strategic outcomes.

Making the Most of Change
- Recognize that "Change is the Norm" in today's world.
- Identify and discuss the phases of transitions and behaviors associated with each phase.
- Identify strategies for dealing with the loss, ambiguity, and excitement encountered during transitions.
- Recognize that continual change enables continuous improvement.

Leading Change
- Understand the Change Process.
- Identify individual behaviors that "help" or "hinder" the change process.
- Discuss the ethics of leading change.
- Identify factors which impact the phases of change.
- Practice leadership behaviors that overcome the 4 "Dis-es" of Change.
- Work as a team in a Change Simulation to:
  - Identify the change phase in which an employee is "stuck."
  - Apply skills to help employee move through the change process.
  - Demonstrate effective ways to communicate vision, goals, and outcomes.
  - Develop skills for managing the change process.

Leading Organizations in Changing Environments
- Discuss paradigms and their effect on the ability to change.
- Understand the process of change at the organizational and individual level.
- Develop a leadership mind-set for change and transitions.
- Identify the ways in which people resist change.
- Practice the skills to diminish fear, resistance, and feelings of loss during the change process.

Leadership Communication
- Define the characteristics of an effective leader.
- Discuss the differences between leadership and management and the appropriate use of both approaches.
- Develop an understanding of the relationship between communication and trust.
- Explore verbal and nonverbal communications and their relationship to trust.
- Discuss the importance of role modeling and "Walking the Talk."
- Develop active, empathic listening skills that facilitate the development of trust.
- Develop facilitation skills that contribute to effective communication and conflict management.

Leadership Skills for Teams
- Define "team" and explore the differences in a team and a group.
- Describe GroupThink and GroupSynergy.
- Develop a process for creating a team vision.
- Develop skills to lead effective team meetings.
- Develop skills to handle conflict and facilitate consensus.
- Develop skills to create team synergy.

Conflict – Leadership Skills for Success
- Understand the nature of conflict and the factors which contribute to conflict acceleration.
- Develop communication (and listening) skills that diffuse conflict.
- Learn how to give and receive feedback that encourages cooperation.
- Understand the critical factors for successfully managing conflict.
- Learn strategies for managing conflict.
- Use a conflict worksheet to resolve workplace disagreements.
- Practice skills for managing conflict.

Teambuilding – Skills for Success
- Identify ways listening filters hinder communication.
- Understand informational and evaluative listening styles.
- Practice reflection and inquiry skills that facilitate communication.
- Understand the ways questions can improve team interactions.
- Practice giving and receiving feedback.
- Identify the goals and behaviors for teaming.

Coaching & Developing Employees - Taking C.A.R.E. of Business
- Understand the C.A.R.E. model of coaching and developing employees (Communicate, Appreciate, Respond, and Set Expectations).
- Develop skills of communication, appreciation, responsiveness, and setting expectations.
- Understand the barriers to coaching and developing employees.
- Develop a toolbox of strategies and techniques.
- Practice the C.A.R.E. strategies.

Business Presentation Skills
- Understand individual communicator image.
- Learn to adapt communicator image to audience's needs.
- Understand the components of a persuasive presentation.
- Write a purpose with "pop."
- Understand how to adapt and align presentation content with audiences' needs.
- Recognize the ways to motivate audience to action.
- Learn positive presentation body language.

M.E.D.I.A.T.E. for Results
- Identify the steps in the mediation process.
- Develop communication skills for facilitating the mediation process.
- Understand the nature of conflict and the factors which contribute to conflict acceleration.
- Develop communication (and listening) skills that diffuse conflict.
- Learn how to give and receive feedback that encourages cooperation.
- Understand the critical factors for successfully managing conflict.
- Learn strategies for managing conflict.
- Practice each step in the mediation process.

LEADERSHIP FOUNDATIONS SERIES

Leadership Foundations
- Develop self-knowledge by understanding a preferred social style -- its assets, liabilities, and effects on communication.
- Develop skills that increase proactivity and decrease reactivity.
- Discover individual purpose and values and translate them into a purpose statement.
- Use a purpose statement as a guide for establishing priorities and managing time.

Systems Thinking – Leadership Foundations
- Define organizations.
- Identify the interdependencies within their organization.
- Recognize the behaviors and structures that support their own organizational paradigm.
- Recognize the role of communication in impacting individual paradigms.
- Practice leadership behaviors that leverage organizational effectiveness.
- Use the principals of Systems Thinking to impact teams.

Motivating Employees – Leadership Foundations
- Understand the theory of motivation and ways it can be used on the job.
- Assess & identify the motivational factors of employees
- Understand the role that communication plays in improving employee morale and motivation.
- Develop communication skills designed to "fit" employee's preferred communication style.
- Identify specific communication strategies to motivate employees.
- Develop an action plan for maximizing employee performance.
- Evaluate the results of motivational strategies.

Negotiation Skills – Leadership Foundations
- Understand the 2 basic forms of negotiation.
- Identify the skills for negotiating effectively.
- Develop negotiation skills.
- Understand the critical factors for successful negotiations.
- Develop skills which help to "move" negotiations over barriers.
- Practice group skills for negotiation.

Teambuilding – Leadership Foundations
- Identify the essential characteristics of an effective team.
- Clarify mission, objectives, and goals of a team.
- Develop plans to achieve goals.
- Create an environment in which team members can function effectively.
- Develop skills for team decision making.

- Acquire effective skills to communicate with others.
- Identify team behaviors that encourage and discourage communication.
- Understand ways to foster team behaviors that encourage communication.
- Develop team norms to prevent conflicts.
- Acquire skills for moving teams through the stages of the team process.