

Sample Leadership Program

MOMENTUM LEADERSHIP

At Leadership Worldwide our programs are tailored to suit your specific needs and to address the 'gaps' identified by our various organisational assessments. However, to give you a better idea of the type of content covered in our leadership programs, please find below an example of a recently delivered program for a major national accounting firm. Also see the leadership competencies used to build various programs

Sample Program (delivered to a major national accounting firm)

THE MOMENTUM LEADERSHIP PROGRAM

Aims/content

To deliver a programme focussing on the key leadership skills and attributes identified in the recent client Values and Behaviour Assessment.

We believe that this is as much a Personal Development programme as a Leadership programme. This is because ultimately an organisation can only provide exceptional leadership if it is staffed by people with exceptional attitudes, beliefs and understanding of themselves and others.

Program content includes the following key leadership areas and skill-sets ...

- Personal mastery
- Communication
- Leadership vs. Management
- Emotional Intelligence
- Relationship management
- Delegation
- Team development
- Presentation
- Consulting (client acquisition, retention and loyalty)
- Counselling
- Appraisal
- Problem solving
- Listening skills
- Giving and receiving feedback
- Understanding individual motivation

The methodology will involve active participation. Participants will take away an experience, not just content.

Presenter Information

The programme will be conducted by Darryl Blake. Darryl has a long professional association with leading accounting firms. He has delivered leadership training over the past 10 years to such firms as PWC, HLB, BDO, Coopers, Grant Thornton, Hanrick Curran etc. He has also developed numerous programmes for National CPA conferences and the Australian Chartered Accountants Training Group.

Read more about Darryl Blake.

Programme Logistics

The programme is modular in nature, and as such can be delivered in a variety of formats depending on client needs, specific learning outcomes and logistical challenges.

Investment

Pricing for professional services is calculated on a daily fixed fee (or part there-of) plus travel costs. Delivery fees include consulting, design and programme preparation. The fee rate for Darryl's services is \$4500 per day. Check current fees

Method

Our training methods use a variety of presentation, workshop and experiential educational formats that are proven to be stimulating and effective. They are interactive and provide a dynamic, conducive and enjoyable environment for adult learning to take place.

I HEAR.....I FORGET
I SEE.....I REMEMBER
I DO.....I UNDERSTAND

A series of small activities encourages participation and keeps the programme interesting and involving. All participation is rewarded in an atmosphere of acceptance and with respect for peoples' experience and background.

Educational formats that will be used are....

- Problem Solving and Team Initiative Tasks
- Experiential Learning Activities
- Group Brainstorming
- Neuro Linguistic Programming
- Participative Workshops
- Action and Accelerated Learning Techniques

Format

The format will primarily consist of workshops, exercises and debrief sessions. Some outdoor processes will also be utilised including both low level and high level challenge activities (ropes courses, abseiling etc.) and other experiential problem solving exercises.

Module 1 - Introduction to the Programme

Objective

To set the framework for the entire programme, addressing issues such as purpose, process and pay-offs.

Content

Welcome and introductions

How we learn best

What gets in the way of the learning process

Whole brain learning

Understanding Leadership and the challenge ahead

A leadership Framework – reconciling theory and practice

Module 2 - Working on Self

Objective

This module is designed to help participants examine themselves, their behaviours and their attitudes. Participants understand why they are as they are, and are given the tools to change those things that do not help them to be the best that they can possibly be. This module is an essential building block, as it provides the mechanism for change whilst removing any impediments that could hold one back from implementing upcoming modules.

Content

Introduction to Self Image psychology

How our mind works

Making changes - to how we see self, others and our interactions

Putting our unconscious mind to work

Utilising our whole brain for success

Being the person we want to be - on purpose

Leadership as a set of habits

Module 3 - Working with others

Objective

Leaders must understand how others communicate, take in information, process and make decisions, and orient themselves to their world. By learning to allow for natural differences in style and personalities, we can use the appropriate style to achieve results with others. Leaders also become more aware of their own 'bias' when dealing with others.

Content

How to improve your impact on those around you.

Recognise the basic personality styles – how they communicate and make decisions.

Gain a better understanding of yourself and the people around you.

Build better teams.

Improve communication skills.

Reduce stress and conflict.

Understand how personalities can affect the business process.

Module 4 - Leadership vs Management

Objective

This module explores the difference between management and leadership, and the behaviours required to be successful in both capacities.

Content

Taking a whole brain approach – Managing from the left and leading from the right

Recognising your leadership style

Left brain skills and strategies for managers

Right brain skills and strategies for leaders

Balancing styles

Communication systems for leaders

Module 5 - Building Effective Teams

Objective

Leaders must be able to engage both the hearts and minds of team members, and at the same time build co-operation between all members of their teams. This module explores the keys to building high performing teams, and how to overcome some of the obstacles that can get in the way.

Content

Three keys to Co-operation

Four stages of Team Development

Creating an environment for Effective Teams

Task vs Relationship for Teams

G.R.I.P. - Four ingredients for Effective Teamwork

Dealing with conflict effectively

From teamwork to synergy

Creating 'rules of the game' for your team

Module 6 - The Outdoor Challenge

Objective

Putting Team and Leadership theory to the test is what this module is all about. In this range of outdoor activities participants gain a powerful insight into how support, encouragement, and a common purpose can lead to excitement and success for the team and its members.

Individuals will experience the power of support in achieving personal goals, and many will push themselves beyond apparent limitations. This session can reawaken the desire to achieve, to grow, to succeed - where the joy of challenge is reason enough to push beyond what previously was.

This session shows that the application of 'soft skills' leads to hard results.

Content

Low ropes, high ropes, outdoor problem solving activities etc. followed by debrief.

Module 4 - Individual Differences and Motivation

Objective

People always have a reason for what they do. Understanding what drives behaviour is an essential prerequisite for in turn eliciting desirable outcomes from team members. This module explores how to manage the individual differences and motivational drivers of those within the teams we lead.

Content

Understanding Human Motivation

How to change peoples Behaviour - producing desirable results

Two keys to Motivation

Goal Driven Behaviour

Developing a Systematic Approach to Motivating others

A case study in motivation – changing the behaviours of an individual within your team!

Module 8 - Consulting (Client acquisition, retention & loyalty)

Objective

The skills involved in gaining and maintaining clients are not generally taught in most professions. This module is an opportunity to fast track the approaches that work for accounting professionals.

Content

Building Successful Client Relationships

Understanding what clients Really Want

Task vs Relationship

Left and Right Brain approaches to winning Client Loyalty

Managing the Moments of Truth with your clients

Turning Clients into Advocates

Strategies to take away... 'c9

Module 9 - Delegation

Objective

Working effectively through others is essential to our success as managers and leaders. If you still have a nagging doubt that the only way to be sure of getting a job done right is to do it yourself, then this is the session for you!

Content

Keys to effective delegation

Overcoming barriers to delegation

Benefits of effective delegation

Identifying what can be delegated

Pitfalls to avoid when delegating

Empowerment - the difference between delegating and 'dumping'

Module 10 - Negotiation

Objective

Effective negotiation is an essential tool when dealing with colleagues, team members and clients. This module explores an approach that moves oneself toward a desired outcome and preserves the relationship.

Content

Counter-intuitive approaches ... going against what we would normally do

How to make a compelling presentation of your case

The negotiation cycle

Personality differences in Negotiation

Three keys to Negotiation Frameworks

Flexibility in Negotiation

Preparing the Environment

Negotiation and a Win-Win approach

Understanding the Range of negotiation ... before you negotiate

Negotiating from their model of the world

50 Negotiation tactics

Module 11 - Presentation Skills

Objective

In a modern corporate environment we are often called upon to present to others. This may take the form of addressing meetings through to speaking in front of large gatherings of peers or clients. This programme is designed to assist in the development of presentation and public speaking skills for those who need to stand up in front of a group confidently and present in an interesting and involving fashion.

Content

Using whole brain presentations

Keeping people interested

The art of the story teller

Structure that works

Projection

Increasing your vocal variation

Making impromptu easy

Using emotion

Resourceful states

Module 10 - Lateral thinking & Problem Solving

Objective

This module explores some of the benefits and techniques of lateral thinking and problem solving. These can be used for the development of successful solutions to everyday business and team problems.

Content

Understanding the difference between lateral and vertical thinking

The advantages of lateral thinking

Using lateral thinking by choice

Lateral thinking tools from De Bono – ‘Provocation’ and ‘Concept Fans’

Generating multiple solutions for problems

The Six Thinking Hats for problem solving meetings