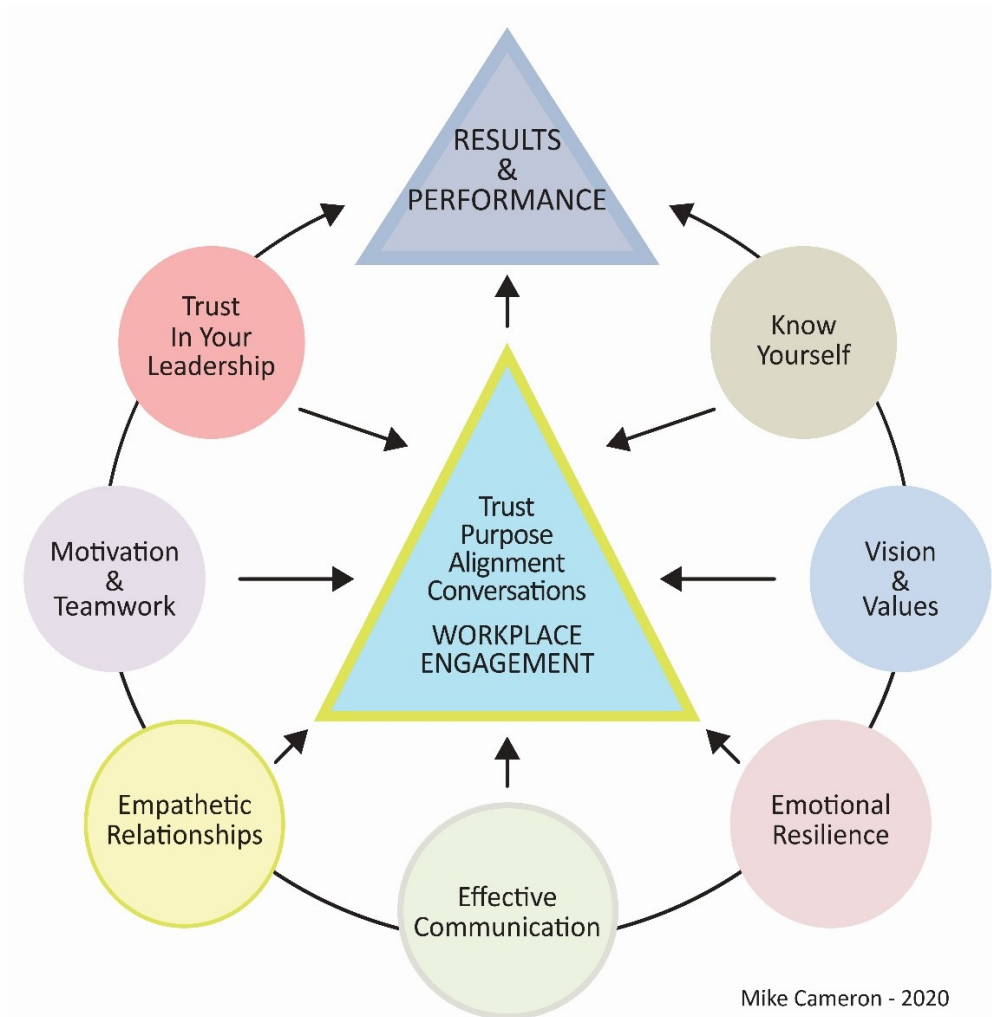


The Emerging Leader's Program for workshop or Zoom sessions

An introduction to the complete program:

Welcome to the Emerging LEADER's Program.



We will be reviewing all aspects of the above model which offers coaching opportunities, tools, video clips and numerous leadership insights along the way; however, there are **FOUR** stages to the delivery of the program to ensure clarity of focus around the key coaching and practical learning areas, namely:

- ❖ **Stage 1** Know Yourself
- ❖ **Stage 2** Management Skillsets, Competencies and Strategies
- ❖ **Stage 3** Emotional Competencies, Intelligence and Resilience
- ❖ **Stage 4** Conversational Competencies and Effective Communication

We will be highlighting the potential for personal growth and development by identifying a number of important competencies (see table) to ensure that you are able to gain the appropriate skills or learning.

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Individualised training/personal development/coaching focus		
Conflict and issues resolution	Constructive collaboration	Dealing with behavioural and cultural change
Dealing with procrastination	Developing effective teams	Effective delegation
Empowering others and creating a motivational working environment	Handling difficult conversations	Implementing the Planning, Organising, Leading and Controlling (POLC) model
Interpersonal awareness and interaction	Planning for productivity with efficiency	Time management and work/life balance
Defining accountability and responsibility	Defining leadership and management attributes	Self: Discovering your passion
Self: Emotional Intelligence: Self-awareness and self-regulation	Self: Self-inquiry, discovery and acceptance	Self: Staying 'in the moment'/mindfulness
Building and sustaining trust, ethics, integrity and teamwork	Conversational clarity and effectiveness	Goal planning actioning and monitoring
Monitoring actions and expectations	Negotiating expertise	Understanding values, vision, mission, goals and strategy

During Stage 1 – Know Yourself, you will be asked to:

a. Complete three questionnaires to identify your preferences, in the following areas:

- ◆ Learning style
- ◆ Communication style
- ◆ Leadership values

b. Undertake the following personal assessments. (*Strongly recommended, in order to better understand yourself*).

- ◆ **Myers-Briggs Type Indicator (MBTI):** It is an introspective self-report questionnaire with the purpose of indicating differing psychological preferences in how people perceive the world around them and make decisions.
- ◆ **DISC Personality Profile:** It assesses a person's behavioural tendencies using the universal language of observable human behaviour (how we act and communicate). DISC does not measure education, experience, values or intelligence. It simply measures an individual's behaviour and is used to improve work productivity, teamwork and communication. We will offer you a link to a discount-priced assessment.

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- ◆ **Strength Finder Assessment:** We will offer you links to three websites where, at little or no cost, you can undertake a personal assessment to determine your character strengths.

c. Complete a short *Reflections and Agreed Actions* questionnaire.

During Stage 2 – Management Skillsets, Competencies and Strategies, we will review and fully discuss the following topics:

- ◆ A Brief Explanation of Management Intelligence
 1. Discipline Your Thoughts and Actions
 2. Being Trustworthy and Humble
 3. Understand Value, Vision and Purpose
 4. Facilitate Learning
 5. How to Stop Procrastinating
 6. The Time Management Matrix
 7. Three Steps to Hold People Accountable
 8. The Value of Coaching
 9. The POLC Model
 10. De Bono's Six Thinking Hats – Decision Making
 11. The Value Cycle
 12. The *Art* of Delegation
- ◆ A Brief Summary of the Learning and its Practical Application
- ◆ Your Reflections and Agreed Actions

During Stage 3 – Emotional Competencies, Intelligence and Resilience, we will review and fully discuss the following topics:

- ◆ A Brief Explanation of Emotional Intelligence
 1. What is Emotional Intelligence?
 2. An Overview of Emotional Intelligence
 3. Being Congruent
 4. Dealing with Conflict and its Resolution
 5. Building the Emotional Intelligence of Groups
 6. The Johari Window
 7. Emotional Intelligence in Leadership
 8. The Theory of Multiple Intelligences
 9. Maslow's Hierarchy of Needs
 10. What is Emotional Resilience?
 11. Six Core Human Needs
 12. Using Emotional Intelligence in Human Resources
- ◆ A Brief Summary of the Learning and its Practical Application
- ◆ Your Reflections and Agreed Actions

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During Stage 4 – Conversational Competencies and Effective Communication, we will review and fully discuss the following topics:

- ◆ A Brief Explanation of Conversational Intelligence®
 1. Conversational Essentials
 2. Reina's Dimensions of Trust - The 3 c's Model
 3. Crucial Conversations
 4. Ladder of Inference
 5. Three Principles to Bring Toxic Relationships Back to Health
 6. How to Speak so Others Want to Listen
 7. Eight Elements of Confident Body Language
 8. Emotions Matter - Manage a Difficult Conversation with EI
 9. Negotiation Guide - Mutually Acceptable Agreements
 10. How to Hold Other People Accountable
 11. Neuroscience and the Three Brains of Leadership
 12. mBraining's mBIT High-Level Roadmap
- ◆ A Brief Summary of the Learning and its Practical Implementation
- ◆ Your Reflections and Agreed Actions

Mike Cameron

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