

# The Highly Effective Leader



**Leading Edge LEADERSHIP**

*making leadership easy*

## The Highly Effective Leader

### Course Summary

Leadership is complicated, challenging, and full of personal risk. But it also has the capacity to excite and enthuse.

As the leader, you define the culture. You mould what happens in your team and in the organisation. This demands a belief in oneself, a passion for the job, and a love of people. But equally, leadership requires humility, an awareness of others' worlds, and a capacity for aloneness. It is a difficult balancing act that many leaders find challenging.

This two-day programme helps you meet that challenge by approaching the task of leadership from three different perspectives – self leadership, team leadership and strategic leadership.

Through facilitated discussion, challenging activities and practical advice, this programme demystifies the magic of leadership and, above all, answers the question “why should anyone be led by you?”

**Day One** focuses on YOU. What defines you as a leader? What is your style of leading really like? What do you believe about leadership? Self-awareness serves as the starting point for leadership success because greater self-knowledge is a prerequisite for improving personal effectiveness.

**Day Two** focuses on how you nurture relationships with others – building on the premise that leadership is really about growing others to lead. This second day of the programme explores the critical conversations every highly effective leader needs to have, how to coach for excellence, how to lead strategic change, while at the same time being prepared to think differently.

We use a robust evaluation system to measure the performance of the participants before, during and after the training. Before the training, each participant is sent a questionnaire to assess their existing knowledge, skills and experience. During the delivery of the training programme each participant records key learning points at the end of each of the six sessions in their Personal Development Plan. At the end of the training programme each participant identifies their key learning points and draws up an action plan. After two months each participant is contacted again and asked to rate their knowledge of the key learning points and describe how their behaviour has changed.

This is a highly experiential programme focusing on leadership behaviours and skills that enable participants to tackle their business challenges and drive organisational success.

*“Leadership is simple, but it's not easy.  
We make leadership easy - by keeping it simple.”*

## Course Objectives

### At the end of this course you will:

- understand the unusual combination of attributes for effective leadership.
- know what defines you as a leader, what you believe about leadership, and how you lead as a leader.
- understand that success in leadership is about “growing others” to be leaders.
- be aware of the importance of having a strategic vision; know how to build rapport and show empathy in order to sell your vision and get buy-in.
- know how to give and receive feedback and be aware of the power of affirmation.
- have teased out the critical conversations every highly effective leader needs to have regularly with their team/s.
- know how to coach to build a high performance culture.
- be able to deal with difficult people and situations and learn a technique to differ decisively.
- be aware of the lessons every leader can learn from the leadership style of Barack Obama.

## Course Content:

### Day 1 Session One

#### The Paradox of Leadership

- A belief in oneself V a decent doubt.
- A passion for the job V an awareness of others’ worlds.
- A love of people V a capacity for aloneness.

### Day 1 Session Two What Defines You As A Leader?

- Identifying your core leadership values.
- Your preferred leadership style.
- What you believe about leadership – your leadership point of view.

### Day 1 Session Three How You Communicate As A Leader - Influencing, Persuading and Negotiating

- Creating and communicating a strategic vision.
- How to build rapport and empathy – the 10 key principles.
- How to give and receive feedback – the power of affirmation.

### Day 2 Session Four

#### The Critical Conversations Every Leader Needs To Have

- The 4 questions every highly effective leader asks.
- Why highly effective leaders “start with why?”.
- How to coach to build a high performance culture.

### Day 2 Session Five Dealing With Difficult People and Situations

- Handling people who are aggressive/complainers/always negative/know-it-all/super-agreeable/the quiet one/ indecisive.
- How to differ decisively without being aggressive.
- Your preferred conflict handling style - a self-evaluation.

### Day 2 Session Six Building and Leading a High Performing Team

- The different stages involved in recruiting, building and leading a high performing team.
- A step-by-step process for dealing with under performance.
- The lessons we can learn from the leadership style of Barack Obama.

If you would like to talk to us about this or any other course you are more than welcome to get in touch via telephone **01727 898 332** or email **info@leadingedgeleadership.com**  
You can also visit us online **www.leadingedgeleadership.com**

