



Executive Seminar

A 2 or 3-Day *Hands-On* Workshop

Course Description: The course is designed to improve overall ability of workplace managers to more effectively utilize their resources. It is a hands-on workshop designed specifically for those mid- and senior-level managers and executives who must chart their organization's future in a time of massive, high-speed, congressional-level change. This workshop deconstructs conventional wisdom about strategic planning and redefines the steps necessary to build vision, innovation, leadership, *and professionalism* in government organizations.

Air Force Competencies Addressed / Proficiency Levels

Employing Military Capabilities

Operational and Strategic Art
 Unit, AF, Joint, and Coalition Capabilities
 Non-Adversarial Crisis Response

Enterprise Perspective

Enterprise Structure and Relationships
 Government Organization and Processes
 Global, Regional, and Cultural Awareness
 Strategic Communication

Managing Organizations and Resources

Resource Stewardship	Skilled
Change Management	Advanced
Continuous Improvement	Advanced

Strategic Thinking

Vision	Skilled
Decision Making	Skilled
Adaptability	Skilled

Leading People

Develops and Inspires Others	
Takes Care of People	Skilled
Diversity	Skilled

Fostering Collaborative Relationships

Builds Teams and Coalitions
 Negotiating

Embodies Airman Culture

Ethical Leadership	Proficient
Followership	
Warrior Ethos	Skilled
Develops Self	Skilled

Communicating

Speaking and Writing	Proficient
Active Listening	Proficient



Who should attend: This is for leaders and managers responsible for planning, organizing, coordinating, tracking or reporting organizational vision, mission, goals, strategic plans, action plans or multiple projects with projects leaders/managers that report to them. This workshop is particularly valuable for those who are involved with shaping organizational outcomes and long-term goals.

Subjects Covered in this workshop include:

Understanding Leadership at the Executive Level - Why people fail and how to succeed

Mentoring and Coaching Leaders

The Executive view

Leaving your Leadership Legacy

Merits and drawbacks of strategic planning: correct expectations

Strategic Thinking

Developing and Communicating your organization's Mission Statement

A strong strategic vision

Formulating program strategies

Translating strategic plans into current decisions