

## Executive Development: Leading Change

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

**Course Description:** The course is designed to improve overall ability of government Executives to more effectively utilize their resources. It is a hands-on workshop designed specifically for those government leaders 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.

All attendees will receive a **Student Handbook** and access to an **Online Toolkit**, containing tools and research developed and gathered over decades by our instructors. Toolkits include items such as checklist, tips and techniques, sample documents, forms, academic and government studies, and numerous other tools to help you use your new skills immediately.

**Who Should Attend:** This is for executives and leaders responsible for planning, organizing, and implementing organizational vision, mission, goals, strategic plans, and action plans for government organizations. This workshop is particularly valuable for those who are involved with shaping organizational outcomes and long-term goals.

### Learning Objectives:

- Understand the internal and external forces of change and a leader's role in helping others through it
- Recognize patterns of human behavior and the reactions of others when change occurs
- Identify important changes that need to be made
- Guide and coach people who are resistant to change
- Successfully introduce change and guide others through the implementation and sustainability process
- Clearly and completely communicate the reasons and need for change

### Topics Covered in this Workshop:

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

### Additional Information

**CPE Credits:** 20.0-13.0

**CEU Credits:** 1.7-1.1

**Suggested Program Prerequisites:** Team Development

**Advanced Preparation:** None

**NASBA Program Level:** Advanced

**NASBA Field of Study:** Business Management and Organization

**Delivery Method:** Group Live – Classroom



**Refund/Cancellation Policy:** TMS has a 2 week cancellation policy. Courses cancelled 2 weeks prior to the program start date will receive a full refund. Courses cancelled within 2 weeks from the program start date will not receive a refund for the program. | **Complaint Policy:** For more information regarding administrative policies, such as complains, please contact Stacey Kruse at [stacey@tmsworkshops.com](mailto:stacey@tmsworkshops.com) | **Official National Registry of CPE Sponsor's Statement:** Technical Management Services (TMS) is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: [www.NASBARegistry.org](http://www.NASBARegistry.org).

In order to be awarded the full credit hours, you must be present, registering your attendance and departure on the attendance sheets.



## 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