

The Challenge of Leadership

A 3, 4, or 5 Day Workshop

Course Description: This workshop provides a clear, practical look at the qualities and characteristics of leaders and leadership situations. The workshop focuses on practical problems and situations of the government work environment, and characteristics of the effective leader. The emphasis is on learning proven ways of thinking and acting in leadership situations.

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.

Topics Covered in this Workshop:

3 Day Version

- Being a Professional Leader
- Leadership Self-Assessment
- Leading Courage
- Effective Personal Communication Skills
- Achieving Personal Power Through Deliberate Direction
- High Performing Teamwork
- Challenging and Changing Organizational Mindsets

4 Day Version

Each of the above topics as well as:

- *Additional Hands-On Exercises*
- Effective Organizational Communication
- Build a Personal Leadership Philosophy
- Effective Delegation
- Managing Organizational Priorities
- Organizational and Personal Motivation



5 Day Version

Each of the above topics as well as:

- *Additional Case Studies and Scenario-Based Exercises*
- Stewardship
- Building Commitment, Dedication and Esprit de Corps
- Coaching and People Development
- Confronting Poor Performance
- Managing Difficult People
- Build a Personal Action Plan