

## EXECUTIVE SEMINAR FOR LEADERS

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A 1 Day Hands-On TMS Experience  
*Delivered in Live or Live Virtual Classrooms!*

### **Course Description:**

The course is designed to improve overall ability of workplace managers and leaders 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. This workshop is particularly valuable for those who are involved with shaping organizational outcomes and long-term goals.

A *Leadership Handbook* is provided to each participant of this workshop.

### **Learning Objectives & Topics Covered in this Workshop:**

#### **The Planned and Deliberate Professional**

- How to gain effectiveness
- 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

*All course topics are taught using a combination of presentations, discussions, and hands-on exercises.*

**Audience:** This workshop is designed for government managers and leaders.

#### **Toolkits:**

Receive a **Student Handbook** and **Online Toolkit**, containing tools such as checklist, tips, techniques, and numerous other tools to help you use your new skills immediately.

#### **Additional Information**

**CPE Credits:** 7.0

**CEU Credits:** 0.6

**Suggested Program**

**Prerequisites:** None

**Advanced Preparation:** None

**NASBA Program Level:** Basic

**NASBA Field of Study:**

Personal Development

**Delivery Method:** Group Live – Live Virtual Classroom



## The TMS Philosophy and Approach

### 1 Quality Training

**Interactive** training that focuses on the **latest trends** in the government workforce utilizing instructional techniques based upon **innovative** adult learning practices delivered by certified, experienced, world-recognized and award-winning instructors.

### 2 Dynamic Instruction

You will find an **engaging environment** where attendees will build upon their professional habits, techniques, and skill sets through a series of **practical, participant-focused exercises** led by an energetic instructor who has over two decades of government and subject-related experience.

### 3 Personalized Learning

We tailor the classroom objectives to the participant's **personal goals, professional goals,** and the organization's mission.

### 4 Ongoing Support

Attendees receive an **online toolkit** with checklists, guidelines, & many more resources to enable participants to take their new skills and tools they learned in-class & apply them in their workplace.

### 5 OPM ECQ-Focused

Each TMS course is developed based on OPM's **Executive Core Qualifications**; this means each TMS course is designed to not only address the core competencies in a government culture, but we provide the skills needed and **results-driven** objectives to immediately influence performance, and professional development.

ANY training can be delivered VIRTUALLY and IN-PERSON!

#### *Student Feedback from FY20:*

*"I would say this has been the most outstanding training I can recall in over 30 years of civil service."*

*"One of the BEST courses on leadership principles I've taken ... Really enjoyed it."*

*"I've never done a virtual class like this - I was very impressed ..."*

#### INTERACTIVE CLASSROOMS



Classroom time is spent on group discussion, case study review, & small group exercises; **NOT POWERPOINT PRESENTATION.**