



TM103: The Complete Course on Leadership

Training Description:

This course presents a high-level appreciation of the principles and practice that underpin great leadership. This course through the process of self-study, education and reflection on experience will enable delegates to widen their understanding of leadership competence and apply practical strategies that offer immediate impact. A central theme throughout is that *'all can lead successfully'* regardless of your level in the organisational hierarchy. By attending this informative and challenging intervention, you will learn to develop your own unique "personalised" leadership style and lead others to extraordinary performance.

This course will feature:

- An examination of your leadership style and its impact on those you lead
- Practical and empowering techniques that will engage those you lead
- How to harness the power of collaborative diversity to impact efficiency
- Customer focused leadership techniques?
- How to align culture and strategy to generate sustainability and success

Training Objectives:

By the end of the training, participants will be able to:

- ✓ Appraise their leadership style and build a rational for personal change
- ✓ Implement techniques for strategic organisational change
- ✓ Utilise communication techniques that engage and empower
- ✓ Implement strategies that foster commitment to continuous improvement
- ✓ Create a working culture that aligns to the organisations strategic direction

Training Designed for:

The course is designed for anyone who occupies an existing leadership role or who aspires to such a position. This course is suitable to a wide range of professionals with some management experience but will greatly benefit those Management professionals seeking leadership roles, High potential delegates "fast tracked" for leadership, Existing leaders seeking to review and revitalise their performance, Senior leaders with the challenge of initiating organisational change and HR professional tasked with supporting and coaching their leaders.

Training Requirement:

"Hand's on practical sessions, equipment and software will be applied during the course if required and as per the client's request."

Contents can be adapted to your specific wishes. It is therefore possible to focus on specific modules of the training course as per client's learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

Training Program:

DAY ONE:

- ❖ PRE-TEST
- ❖ Leadership in a Dynamic, Global Environment



- Perceptions of Leadership
- Leadership is learning: the crucible experience
- Managerial leadership
- The leadership challenge: balancing strategy and culture
- Leadership in strategic thinking organisations
- Understanding the interrelated factors that impact change

DAY TWO:

❖ Leadership in Organisational Excellence

- Organisation type and leadership development
- Building cultures of organisational excellence
- Questioning the 'status quo': innovation or adaption?
- Role model leadership through personal execution
- Customer focused leadership
- Implementing a new culture: creating rich innovative pictures

DAY THREE:

❖ The Communicating Leader

- Communication: the leaders essential tool
- Interpersonal, open communication is two-way
- Understanding how interpersonal communication preferences differ
- Communicating empowerment techniques in leadership
- Great leaders listen: active listening techniques
- Communicating and presenting with impact and passion

DAY FOUR:

❖ Leadership and Trusting Relationships

- Successful interpersonal interaction develops leaders with trust
- Characteristics of a leader's interpersonal interaction
- Emotional intelligence: using emotions productively
- Individual strengths and challenges of each interpersonal styles
- Utilising diverse interaction styles productively
- Building the capacity for trust

DAY FIVE:

❖ Leadership Building the Innovative Responsive Environment

- Building an environment of innovation and improvement
- Understanding problems inherent with change and transition
- Leading others through critical change initiatives
- Developing a personal change plan
- Leadership in action: a personal intuitive approach
- Leadership review of essential qualities

❖ Course Conclusion

❖ POST-TEST and EVALUATION

Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:

- 30% Lectures, Concepts, Role Play
- 70% Workshops & Work Presentations, Techniques, Based on Case Studies & Practical Exercises, Gamification, Software & General Discussions
- Pre and Post Test

Training Certificate(s):

CMCT Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Fees:

TBA as per the course location - This rate includes participant's manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:00	Recess (Prayer Break & Lunch)
13:00 - 14:00	Last Session

For training registrations or in-house enquiries, please contact:

Aisha Relativo - Training & Career Development Manager

aisha@cmc-me.com / training@cmc-me.com

Tel.: +971 2 665 3945 or +971 2 643 6653 | Mob.: +971 52 2954615