

## Leadership and Influence Workshop

### Course Duration 1 Day

They say that leaders are born, not made. While it is true that some people are born leaders, some leaders are born in the midst of adversity. Often, simple people who have never had a leadership role will stand up and take the lead when a situation they care about requires it. A simple example is parenting. When a child arrives, many parents discover leadership abilities they never knew existed in order to guide and protect their offspring.

Once you learn the techniques of true Leadership and Influence, you will be able to build the confidence it takes to take the lead. The more experience you have acting as a genuine leader, the easier it will be for you. It is never easy to take the lead, as you will need to make decisions and face challenges, but it can become natural and rewarding.

### Course Objectives

At the end of the course participants will be able to:

- Define “leadership”
- Explain the Great Man Theory
- Explain the Trait Theory
- Understand Transformational Leadership
- Understand the people you lead and how to adapt your leadership styles
- Explain leading by Directing
- Explain leading by Participating
- Explain leading by Delegating
- Kouzes and Posner
- Conduct a personal inventory
- Create an action plan
- Establish personal goals

### Course Outline

#### **The Evolution of Leadership**

Defining Leadership  
Characteristics of a Leader  
Leadership Principles  
A Brief History of Leadership  
Three Theories of Leadership

#### **Situational Leadership**

Situational Leadership: Telling  
Situational Leadership: Selling  
Situational Leadership: Participating  
Situational Leadership: Delegating

#### **A Personal Inventory**

An Introduction to Kouzes and Posner  
A Personal Inventory  
Creating an Action Plan

#### **Modelling the Way**

Determining Your Way  
Being an Inspirational Role Model  
Influencing Others' Perspectives

#### **Inspiring a Shared Vision**

Choosing Your Vision  
Communicating Your Vision  
Identifying the Benefit for Others

#### **Challenging the Process**

Think Outside the Box  
Developing Your Inner Innovator  
Seeing Room for Improvement  
Lobbying for Change

#### **Enabling Others to Act**

Encouraging Growth in Others  
Creating Mutual Respect

The Importance of Trust

#### **Encouraging the Heart**

Sharing Rewards  
Celebrating Accomplishments  
Making Celebration Part of Your Culture

#### **Basic Influencing Skills**

The Art of Persuasion  
The Principles of Influence  
Creating an Impact

#### **Setting Goals**

Setting SMART Goals  
Creating a Long-Term Plan  
Creating a Support System