



# Foundations of Leadership - Virtual Program

**Program Length / Delivery Option: On-demand 4 module program.**

The Foundations of Leadership program is delivered virtually, once a week, over a 4-week period. Inside each weekly module, you will find video instructions with downloadable tools, templates and the Leadership Development Plan to capture action ideas. There are 2 optional telephone sessions with one of our certified coaches after week 1 and week 4. The topics addressed in each module include:

- **Module 1: KNOW YOURSELF FIRST** – Why it is critical to know how your management strengths and challenges are impacting those you lead now. At the end of this module, you will be clear about your unique management style and how you naturally interact with others.
- **Module 2: ADAPT YOUR STYLE TO OTHERS** – How to better communicate with, develop and motivate your staff. In this module, you will learn to identify the styles of other people and how to adapt your approach to leading them in a variety of situations.
- **Module 3: MANAGING PERFORMANCE DISCUSSIONS** – The ability to address performance problems in a way that motivates the employee while also changing and improving performance is an essential skill. Learn to use the communication skills and strategies that inspire exceptional performance.
- **Module 4: PERFORMANCE MANAGEMENT** – How intentional coaching tied to annual goals can exponentially improve results. This module will address why coaching employees throughout the year to achieve specific, measurable goals will have a dramatic impact to help achieve performance targets.



## What do the Best Managers Do Differently from Everyone Else?

Research shows that while we tend to celebrate great companies, in reality there are only great managers, and it's on the front-line that the hard work of building a stronger workforce gets done. But what ARE the four specific, tangible, practical skills needed today to lead a workforce to new heights?

- They Know Themselves
- They Don't Use a "One Size Fits All" Management Approach
- They are Wildly Effective Communicators
- They Know How to Bring Out the Best in Each Employee

