



Course Outline

Leadership Skills to Empower and Inspire

(3 Days)

Minimum and Maximum Learners: 06 to 12 Duration: Three Days Timings: 10:00 – 16:30

Suitable for

For line managers and other non-personnel managers and HR staff who wish to understand the fundamentals of good practice in employment.

Aim

To distinguish between management and leadership. You will develop the attitudes, knowledge and skills towards becoming an inspirational leader in order to achieve your organisation's vision, mission and goals.

Learning Outcomes

By the end of the course, you will be able to:

- ☑ **Distinguish** between management and leadership.
- ☑ **Use** your organisation's vision, mission and values to inspire and motivate staff.
- ☑ **Identify** what high performance and quality care looks, sounds and feels like.
- ☑ **Explain** how an effective organisation vision, mission and values influence performance and boost motivation.
- ☑ **List** and demonstrate the 5 key values of leadership. (as outlined by the **Institute of Leadership**)

- ✔ **Explain** a range of management, leadership and models and how these can be applied in your workplace.
- ✔ **Recognise** the factors that can influence motivation and the symptoms of demotivation.
- ✔ **Assess** your personal communication and leadership styles and how they impact teams.

- ✔ **Evaluate** your skills and abilities to release potential and set a good example.
- ✔ **Discuss** your current leadership challenges in a safe space and receive peer feedback and explore options for moving forward.

Benefits of Attending

- ✔ Feel confident and ready to put your learning into practice.
- ✔ Take away a practical toolkit with proven techniques and ideas you can use straight away
- ✔ Create a Personal Action Plan to apply your learning in your workplace.

Training Style

This course is highly interactive and uses engaging, 'brain-friendly' methods such as exercises, quizzes, group discussions, skills practice, storytelling and practical tools to support real-world application.

You'll receive a **Welcome Pack** with pre-course activities, a **Learner Workbook** during training, an **E-Book** on this topic and a **Bonus Pack** afterwards with extra tools and follow-up activities to help you put learning into practice. (*email required)

Other Courses to consider (Visit my website for details of these and other courses)

- ➔ Advanced Communication: Using the Principles of Neuro Linguistic Programming - NLP Techniques (2 Days)
- ➔ Coaching Skills for Managers
- ➔ EDI: Managing and Leading Equality, Diversity and Inclusion in the Workplace
- ➔ Employment Practice for Non-HR Staff

- ➔ Internal Communication – Don't hear it on the Grapevine
- ➔ Making the Most of Meetings I: Skills for those chairing, leading or facilitating meetings
- ➔ Managing Absence and Presenteeism in the Workplace
- ➔ Managing Change
- ➔ Motivating Staff for Peak Performance
- ➔ Support and Supervision II: Taking Your Supervision to the Next Level (2 Days)
- ➔ Teambuilding – Getting Everyone to Pull in the Same Direction
- ➔ Time Management II: In-depth Tools and Skills for Effectiveness and Efficiency (2 Days)

