

**COURSE TITLE: EFFECTIVE AND DYNAMIC LEADERSHIP****DURATION: 2 DAYS****INTRODUCTION**

The successful organisation has one major attribute that sets it apart from unsuccessful organisations: dynamic and effective leadership. Effective leadership helps an organisation through times of peril. It makes a business organization successful. It enables a not-for-profit organization to full fill its mission. The absence of leadership is equally dramatic in its effects.

The training course covers the fundamentals, principals, and skills necessary for effective and dynamic leadership roles. While setting major strategies for an organization would evolve with time and constantly change based on different events, defining the baseline, even in a broad and general outline, can make a significant change in the consequence actions of the organization. Plus, executing such strategies are as important as defining them. A dynamic leader must be great in both in order to guide the organization toward the right direction. Through the training course, you will learn to drive through the implementation of strategies instead of letting others take control of your decisions. As a dynamic leader, you are responsible to use all the resources of your organization at its most effective way to produce the most results.

**COURSE OBJECTIVES**

At the end of the course, participant will be able to:

- Learn what is leadership
- Understand the characteristics of good leaders
- Explain the difference between leading and managing
- Understand leadership in a VUCA environment
- Apply different leadership style to meet specific challenges
- Identify the importance of power in leadership
- Develop strategic thinking and planning skills to lead organization
- Appreciate team members talents, potentials and different abilities
- Set an action plan to move forward as a leader

## TARGET AUDIENCE

Current leaders or new leaders who wants to build greater self-awareness and explore how they can adapt their leadership style to meet specific organizational challenges.

## METHODOLOGY

The concept will be shared with the group and there will be regular opportunities for skills practice in both small and larger groups. Skills will be reviewed for continuous improvement.

The learning will have four fundamental principles which will be:

- Highly engaging (methods that talk to the 'head and heart')
- Interactive (mix of experience, discussion and practice)
- Innovative (latest thinking & tools) and...
- Encourage participation (a 'Socratic' learning methodology applied) so that participants take ownership of their own development and future behaviour.

## COURSE OUTLINE

### MODULE 1: INTRODUCTION

- Welcome/Trainer Introduction
- Course Objectives
- OPRAH netiquette rules
- **Activity:** Leadership BINGO

### MODULE 2: LEADERSHIP FUNDAMENTALS

- What is Leadership
- Characteristics of Good Leaders
- The difference between Leaders vs Managers
- **Activity:** Breakout discussion & Presentation

### MODULE 3: LEADERSHIP IN A VUCA ENVIRONMENT

- Business Environment and The 3 C's – Change, Complexity, Competition
- Impact of Industrial Revolution 4.0, IOT, Disruptive Technology & Artificial Intelligence
- Leadership in the V.U.C.A. World
  - Volatile,
  - Uncertain,
  - Complex
  - Ambiguous.
- Overcoming changes and crisis with V.U.C.A. Prime
  - Vision
  - Understanding
  - Clarity
  - Agility
- **Activity:** Kahoot

#### **MODULE 4: LEADERSHIP STYLES**

- The four Leadership styles
  - Authoritative
  - Democratic
  - Facilitative
  - Situational
- **Activity:** Leadership Styles Questionnaire

#### **MODULE 5: LEADERSHIP AND POWER**

- The role of power
- Points of Power
  - Personal Power
  - Position Power
  - Knowledge Power
  - Task Power
  - Relationship Power
- **Activity:** Charting Your Points of Power

#### **MODULE 6: STRATEGIC LEADERSHIP**

- The Strategic Environment
  - Leadership, Strategy and Success
  - Customers, Competitors and Competencies
- Strategic Leader – helicopter vision
- Strategic SWOT Analysis
- **Activity:** Individual assessment: SWOT Analysis
- **Discussion of SWOT Analysis and Presentation**

#### **MODULE 7: LEADERSHIP TEAM**

- Collaboration in Leadership
  - Complement each other by working together towards a common goal
  - Appreciating One's Potential
  - Appreciating Different Abilities
  - Creating Synergy
- **Activity:** Crossword Puzzle
- **Debrief & Discussion**

#### **MODULE 8: LEADERSHIP REFLECTIONS**

- Conclusions
- New Leaders general advise and challenges
- New Leaders Trap
- Action Plan
- Course Evaluation
- **Activity:** Traffic Light Action Plan