

Managerial Leadership



Topic-Level Outline

Key Learning Objective:

Develop skills to effectively motivate, empower, and lead people.

Days: 1
Prerequisites: None

Leading with a vision

Role of leadership

- Understanding differences between a leader and a manager
- Identifying a leader

Vision

- Defining a vision
- Analyzing a situation
- Writing a vision statement

Goals

- Setting goals

Making vision a reality

Communicate and support vision

- Communicating effectively
- Gaining support and empowering employees

Implement vision

- Implementing vision

Defining employee roles and priorities

Employee roles

- Understanding roles of a leader
- Understanding role of an employee
- Empowering an employee

Employee priorities

- Aligning employee priorities
- Evaluating employees' performance
- Providing feedback to employees

Employing motivational strategies

Employee motivation

- Understanding guidelines

Employee apathy

- Identifying hindrances

(MORE)

Planning for change

Change process

- Understanding the Awareness phase
- Understanding the Achievement phase

Communication

- Informing employees
- Communicating change
- Understanding benefits of change

Motivating employees through change

- Motivate employees through change
- Acting as a role model
- Understanding guidelines to motivate employees through change
- Solving problems during change

Resistance and conflict

- Resolving conflict

Coping through a change process

Effects of change

- Understanding workplace changes
- Identifying the sources of stress

Failures and mistakes

- Dealing with mistakes