



المركز العالمي للتدريب والتطوير
International Centre For Training & Development



LEADERSHIP BEST PRACTICES: Enhancing Leadership, For Peak Performance



INTERNATIONAL ASSOCIATION FOR
HEALTH AND OCCUPATIONAL
SAFETY AND THE ENVIRONMENT



Course Introduction:

If you want to improve, enhance and empower your leadership skills, then this course is for you! This course series will aim to establish what some of the industry leaders do, to improve their organizations' position through effective leadership. This course will study the best practices from industry leaders whose techniques have proven to work in the local and global markets. Each module will include a way in which any potential leader in the market can apply the practices aimed at improving their own environment.

Course Objectives:

By the end of the program, participants will be able to:

- Determine best practices of leaders through history and how to apply them today.
- Delegate and empower employees to maximise results and time management.
- Tap into and "inner power" to gain self-confidence and strength.
- Develop strategies for creating a positive work environment that fosters leadership.
- Describe a change management model & the process of planning, communicating, & implementing change.

Who Should Attend?

- Those who supervise and manage others
- Those with leadership potential
- Those who desire to be motivated and empowered with dynamic leadership skills
- Those who desire the strategic understanding of interpersonal relationship skills
- Those who are already, in key leadership positions

Course Outline:

Leadership, Influence & Trust

Leadership Development and Influence

- The challenge of personal leadership development
- Leadership roles that maximise potential
- Developing dynamic interpersonal relationship skills
- Discover the strategy of personal self-coaching
- Knowing the people influence factor
- Paradigms that Guide Thinking

The Great Inner Leadership Discovery

- Leadership from Within
- Self-Reflection and self esteem

- Understand how you Think
- The Character of a Leader
- Real Leaders are emotionally intelligent
- Balance in mind, body and spirit

The Flexible, Resilient Change Leader

- Making the change transition
- Responses to Change
- How to be resilient during change times
- Environmental change agents
- Change and Leadership Paradigms
- The Human Side of Change

Trust or Rust Leadership

- What is Trust Leadership?
- The Benefits of a High Trust Environment
- Restoring breached trust
- Building Capacity for Trust
- Personal Influence and Political Savvy
- Negotiating Agreement

Creating a Winning Leadership Environment

- Mind and action focus
- Developing the Win-Win Solution
- Tips on improving performance
- Leadership knowledge check
- Essential leadership qualities
- Action steps to take

Course Fees:

To be advice as per course location. This rate includes participant's manual, Hands-Outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Certificate:

International Center for Training & Development (ICTD) will award an internationally recognized certificate(s) for each delegate on completion of training.

Course Methodology:

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work
- Discussion
- Presentation

Course Timings:

Daily Course Timings:

08:00 - 08:20	Morning Coffee / Tea
08:20 - 10:00	First Session
10:00 - 10:20	Coffee / Tea / Snacks
10:20 - 12:20	Second Session
12:20 - 13:30	Lunch Break & Prayer Break
13:30 - 15:00	Last Session

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