

Leadership and Teambuilding



This two-day workshop explores leadership styles and skills with the aim of encouraging participants to develop approaches that maximise the performance of their teams

Overview

Peter Drucker once wrote:

'Leadership is not magnetic personality - that can just as well be a glib tongue. It is not 'making friends and influencing people' - that is flattery. Leadership is lifting a person's vision to higher sights, the raising of a person's performance to a higher standard, the building of a personality beyond its normal limitations.'

The essence of Peter Drucker's statement is that leadership is about people, understanding what motivates them and encouraging them to work towards a higher goal. You can hardly do that if you are remote from them, either functionally because you stand at the head of the organisation or emotionally because you appear to possess some special powers that make you different from the rest of us. Leadership is about understanding, motivating and growing people.

The very term 'leadership' implies movement from one place to another; a journey with a leader who will show you the way. A leader who wants others to follow needs to have a vision of where they are going and the ability to communicate that vision clearly, relentlessly and persuasively.

Aims

This two-day workshop aims to provide participants with the opportunity to explore leadership styles and skills with a view to developing approaches that help maximise the contribution of their teams.

Learning Objectives

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

- Explain the difference between leadership and management
- Identify your current preferred leadership style and practices
- Select appropriate leadership styles based on the situations at hand
- Identify different personalities and determine what motivates
- Describe how to motivate individuals to willingly expend effort on a task
- Recognise behaviour traits in self and others
- Explain how to develop and influence others
- Describe how to lead groups and deliver objectives and outcomes
- Recognise and manage stress within the team
- Explain how teams develop over time
- Managing team dynamics to ensure that the team is working at peak performance
- Describe different team roles and their importance in effective team building
- Identifying team member strengths and their role preferences
- Building supportive teams and networks
- Develop decision making skills and choose appropriate decision styles
- Allocate tasks and learn when and how to delegate to reduce overload and burnout.

Workshop Content

The Principles of Leadership

- Management vs Leadership
- The Psychological Contract
- Action-Centred Leadership
- The Continuum of Leadership Behaviour
- Situational Leadership

Motivation

- Maslow's Hierarchy of Needs
- Herzberg's Two Factor Theory
- Challenge Versus Support

Relationship Management

- Knowing Yourself - EI
- The Johari Window
- Influencing Others
- Being Assertiveness
- Influencing Styles
- Questioning and Listening

Performance Management

- Performance Discussion Meetings
- Dealing with Reactions to Feedback
- Coaching as a Leadership Style
- The Coaching Process and GROW

Managing Stress

- What is Stress?
- Stress and Pressure
- Effects and Causes
- Response to Change
- Managing Stress

Building Effective Teams

- Team Effectiveness
- Belbin Teams

Decision Making

- Involving the Team
- A Systematic Approach
- Other Decision Making Tools

Delegation

- What Can You Delegate?
- Effective Delegation

Product Code: LEADT

South East Training is the trading name of South East Training Network Limited

Registered in England and Wales No: 07221826

Website: www.southeasttraining.uk Email: enquiry@southeasttraining.co.uk Tel: 01273 555567