



Preparing for Leadership

Leadership Skills

Preparing for Leadership

Step into a new leadership role by discovering your unique leadership style to build a productive and motivated team

Highlights

- Discover your own personal leadership style and learn to adapt your style to the needs of others
- Learn and use methods to plan for the first day, week, month and year of your new leadership role

Key Competences

- Motivating your team
- Building relationships
- Becoming a great leader
- Managing organizational politics
- Planning your role as a leader

The Right Programme for You

You are a manager who is moving into a new leadership role. You need to develop key leadership skills and develop your own unique leadership style. This programme prepares you for this new role.

Managers



Learn, Practice and Use

- **Understand** what a leader is and is not
- **Discover** your own unique leadership style and project a more dynamic image
- **Determine** which leadership attributes you already possess
- **Apply** lessons learned through leadership training to take on your first leadership position with greater confidence
- **Get** noticed by learning how to look and talk like a leader
- **Find** out what people expect and respect in a leader
- **Apply** lessons learned through leadership training to refine your skills in gaining and using power and influence positively
- **Learn** how to motivate a team, including “difficult people”
- **Share** your knowledge and challenges with your peers and MCE's highly experienced faculty

Practical Information

Face-to-Face



2 days
€2,595

Live Online



3 x 3-hour sessions
€2,295

PMI Certified

The programme is certified by the Project Management Institute® (PMI).
More information at mce.eu/pmi

Available In-Company

The programme is available as an In-Company solution for your teams.
More information at mce.eu/inco

mce.eu/leadership for dates, locations and full programme outline

Programme Modules

1

Is There a Leader in You?

- Discuss which qualities senior management looks for in candidates for leadership positions
- Understand the challenges you will face

2

What Do Leaders Talk About?

- Discover your leadership style
- Learn to adapt your style to the needs of others

3

What Is Your Leadership Image?

- Describe how to project the positive professional image of a leader
- Understand the Importance of Trust and Its Effects on Followers
- Build Relationships of Trust with Those You Lead

4

How Can You Build Your Influence and Power?

- Identify a leader's sources of power and influence
- Illustrate ways that leaders can build their power and influence

5

How Should You Handle Organizational Politics?

- Explain strategies for getting others to support your agenda

6

How Can You Motivate People?

- Assess the things that really motivate

7

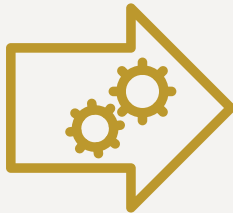
Methods to Approach the First Day, Week, Month and Year of Leadership

- Design your strategies for being noticed and selected to be a leader



Learn

the key business skills and knowledge you need for your management role today and tomorrow



Practice

the skills you learn and get feedback, recommendations and coaching



Use

what you learn and practise as soon as you get back to your office

For more information please contact:



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