HUMAN RESOURCES & LEADERSHIP

2019 Leadership Institute - Fauquier

Developing Leaders Worth Following

Program Highlights:

The Leadership Institute has been developed through a community collaborative initiative whose mission is to grow and challenge the future leadership talent of area businesses. Participants in this unique professional development training will grow through leadership and operational skills development, hands on activities, interactive discussions, sharing of best practices, and networking. This program is for *rookies and veterans* in supervisory roles who may desire formal leadership training to learn key practices to lead their employees to success and strive for a healthy organization.

Benefits:

- The program is up-to-date, with content based on feedback from participants, employers and instructors. Current case studies and projects are used to address "real life" business challenges.
- The Leadership Institute was developed by experienced business professionals.
- Training curriculum is designed for participants to immediately apply the concepts.
- Program instructors have over 10 years of industry experience.
- Courses are customized to reflect the reality of each business workplace.
- Participants earn a College certificate and Continuing Education Units (CEU's),

Course Details:

- Includes 11 – eight hour sessions scheduled on the 2nd Wednesday of each month
- Sessions will be held at LFCC Fauquier campus and area business organizations
- The class will be held to 20 participants and a maximum of 3 from any one organization
- The investment is $1,650 per person and includes instructional materials, lunch and refreshments.

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2019 LEADERSHIP INSTITUTE - FAUQUIER

Session 1   April 10th   Your Leadership Journey

This foundational course provides the leader with the knowledge and skills they need to confront the challenges they face early in their leader career and focuses on how to get results through people. The course encourages the learner to think about the transitions that newer leaders face and how to handle those challenges. Participants will learn key leadership principles, imperatives and helpful tools to react effectively to difficult situations.

Session 2   May 17th   Friday   Leadercast

Participants will be attending this unique leadership simulcast event that includes world renowned leadership practitioners that share profound leadership insights that can transform your behavior and organization.

Session 3   June 12th   Servant Leadership and Personality Preferences MBTI

This course shares a unique and successful leadership focus that treats the employee as person not as an employee. You learn how to develop an others first attitude, choose openness over fear and humility over hostility. The MBTI® will be used to enhance personal awareness and greatly improve understanding of leadership involving workplace colleagues and the various personality types.

Session 4   July 10th   Employee Retention & Coaching for Peak Performance

Learn some powerful techniques of creating and maintaining an engaging workforce. Participants will also learn the key components of setting performance expectations, managing performance problems and coaching for improved performance.

Session 5   August 14th   Project Management Basics and Continuous Improvement

Project Management has become a common practice by organizations to complete complex projects. Whether you are the project manager, participant or a bystander, you should learn the key elements of successful project management practices for your organization to succeed. Continuous Improvement has become an integral business practice. Participants will learn key concepts of Lean Systems and Six Sigma through an interactive exercise and see how these processes can transform employees' and organization's performance in quality, cost, delivery and customer service.

Session 6   September 11th   Building & Sustaining Trust and Adaptive Leadership

Participants will learn Trust Builders, actions leaders can take to build and sustain trusting relationships, as well as common Trust Breakers that can erode or quickly break trust. Applying these skills to build trusting relationships enables people to take risks, identify and solve problems, and collaborate to achieve business results. Enhance the effectiveness of interactions by adapting an approach to people based on what they want to discuss and how they think people will respond. Higher levels of engagement and organizational results will occur when leaders better meet the needs of each individual.

Session 7   October 9th   HR for the Non-HR and Diversity Awareness

Each manager has responsibility for personally handling a variety of issues that arise with their direct reports. Participants will learn the fundamentals of human resources to be better prepared for the challenges in today's workplace such as various key employment laws and successful employee onboarding practices. Participants will also learn about diversity and what their responsibilities are as a leader to promote a positive environment free from harassment

Session 8   November 13th   Managing Generational Differences and Time Management

Understanding the perspectives, benefits and differences of generations in the workplace will help leaders create a successful team environment. Participants will also learn how to apply time management techniques and to identify and address both environmental and self-generated time wasters. Successful skills will be shared to effectively lead meetings to get things done quickly and with maximum commitment.

Session 9   December 11th   Delegating with Purpose and Driving Change

Participants will learn when and how to delegate responsibilities to improve time management and to empower their employees. This capstone class encourages leaders to incorporate the new-found knowledge and practices into their management style and to lead change by understanding the importance of stakeholders, multiple viewpoints, communication, and buy in.

Session 10 January 8th   Presentation Skills

Participants will learn successful presentation skills to deliver with confidence and ease while keeping the audience engaged.

Session 11 February 12th   Participant Presentations and Graduation

Participants will share their lessons learned and application to improve their leadership skills.