

RIGHT LEADERSHIP STYLE FOR THE LEADERS OF 21ST CENTURY

Managing and Motivating the People



Successfully leading lasting change in any organization is more complicated than ever before. And mastering the art of organizational transformation is a necessity in today's more volatile, uncertain and complex global business landscape. The workplace has become more digital, more diverse and more reliant on advanced technology, yet most organizations and their leaders have yet to understand how to leverage these new opportunities for increase efficiency and agility. In this rapid changing and challenging world, leaders need to push their limit to a new level. From computer world to internet world and now we are in social network generation. In order to cope with this, a new mindset is needed.

This program will focus on personal development of your company's leaders. With this in mind, this workshop will cover Key Areas of Transforming into 21st Century Leaders which will help them tackle the challenges.

PROGRAM OBJECTIVES:

- Discover your own personality, strength and weaknesses
- Deal with your challenges as an effective person
- Being aware of the responsibilities of an effective managers
- Able to be proactive in handling tasks
- Competent in moving ahead by having a clear goal and direction
- Improve your focus and direction
- Build your confidence in managing your own time
- Create a high performance team
- Transform yourself into a great personality

The course will be delivered through a combination of Metaphoric and Learning-By-Doing approach, whereas the participants will be going through various simulation scenarios which interact with the subject itself.

Active learning activities are included to allow participants to engage actively in the learning process. The active learning activities are such as:

- ✓ **Group discussions**
- ✓ **Case studies**
- ✓ **Interactive activities**
- ✓ **Videos**
- ✓ **Brainstorming**

COURSE OUTLINE

1) Understanding the Basic Leadership Skills in 21st Century

For your business to grow and remain healthy, you must master certain basic skills in management and leadership -- skills that will help you avoid the crisis situations where you have to do "whatever it takes to stay afloat". The basic skills include problem solving and decision making, planning, meeting management, delegation, communications and managing yourself.

- Developing habits
- Character & Personality
- Character & Competency
- Paradigm Shift
- The changes in leadership in this century

ACTIVITY: Leadership by example

2) Knowing Your Strengths & Your Limitations

DISC Insights™ Personality System

To start the journey to becoming a 21st Century leader, one needs to know who they are, their strengths and gaps that they need to fill in order to be an effective leader. Uncover their strengths, natural preferences in areas of learning and thinking, motivations and interests, and assist them in making better decisions and planning.

- **Uncover the true you**
- **Enlighten your strength**
- **Improving your weaknesses**
- **Understanding how our mind-set influences us**
- **Generations – Similarities & Differences**

ACTIVITY: Profiling Assessment

3) Proactive Attitude

As an effective leader, one needs to have a proactive attitude.

Take initiative in life by realizing that your decisions (and how they align with life's principles) are the primary determining factor for effectiveness in your life. Take responsibility for your choices and the consequences that follow.

- Proactive vs. Reactive
- Being Proactive or Reactive is a habit
- Creating a Proactive Mind-set

ACTIVITY: Proactive Game

4) Creating Your Vision

Leaders by example, you have a vision, your followers will follow as well.

Self-discover and clarify your deeply important character values and life goals. Envision the ideal characteristics for each of your various roles and relationships in life. Create a mission statement. This will motivate you to become an effective leader.

- Why having a vision is important to us?
- Flashback on our childhood goals
- Our Stumbling Block
- Creating a S.M.A.R.T.E.R Vision

ACTIVITY: Creating a Mental Picture of Life Goals

5) Making Your Vision a Reality

Action speaks louder than words. Prioritize, plan, and execute your week's tasks based on importance rather than urgency. Evaluate whether your efforts exemplify your desired character values, propel you toward goals, and enrich the roles and relationships.

- Our Mental Barriers
- What Stopping You?
- Using the M.B.A. factors

ACTIVITY: Making Your Dreams a Reality

6) Building Trust in Your Team

If we have trust in our relationships, there will be greater tolerance for our mistakes and we'll enjoy open communication with that person. On the contrary, when we don't have, bitterness, mistrust and discord develops. If we are to salvage the relationship, we must make a conscious effort to ensure the trust in our relationship.

- Emotional Bank Account
- Steps to improve our EBA

ACTIVITY: Talking behind your back

7) Building High Performance Team

We can achieve so much more when we engage in effective relationships with others than if we acted alone. And in order to work together effectively we need to have the win-win belief and to continue to build an understanding among each other.

- The Win-Win Element
- Effective Listening Skill
- The Lesson from the Hare & the Tortoise

ACTIVITY: Building the Tower

8) Continuous Improvement

Continuous improvement is not about the things you do well that's work. Continuous improvement is about removing the things that get in the way of your work. The headaches, the things that slow you down, that's what continuous improvement is all about.

- Knowing is not good enough
- Putting practice in what you know
- Getting a buddy or a mentor

ACTIVITY: Charting ways to practice what you learn.

