

# Fundamentals of Leadership



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## Essential Learning for Effective Leaders

### Leadership Matters.

In the workplace of today, whether virtual, hybrid, or in-person, effective leadership drives success. But leaders are under tremendous pressures from above and below. Daily, they are responsible for inspiring teams, nurturing innovation, and building trust in climates of uncertainty and constant change. Today, leaders not only manage tasks, but are expected to be agile, resilient, and empathetic. This mix of skills and attitudes is why **Fundamentals of Leadership** exists.

Investing in leadership development is the most important and impactful investment an organization can make because it creates lasting value. Not only will you benefit personally, but your teams will report improved outcomes like better communication skills, increased self-confidence, and even better life/work harmony.

Are you ready to embark on this leadership journey?

Over the course of the entire 10-day program, the concepts will be unpacked in a dynamic and memorable way, practicing learning in a safe peer-to-peer environment. Your instructor is a respected, trusted, and accomplished leader, ready to share their wisdom and a few personal stories along the way. They are a resource for you too – bring your best questions to each session.

## Fundamentals of Leadership Snapshot

### *Effective Interpersonal and Organizational Communication (4 days)*

The ability to communicate effectively is the bedrock of successful leadership. Organization today can be entirely virtual, a hybrid group, or a traditional in-person team, but the demands on leaders have never been greater—or more complex. This course isn't just about learning to communicate; it's about mastering the art of communication and bringing self-awareness to the way you lead.

### *Leadership Skills (3 days)*

Teams rely on leaders who communicate effectively, but also possess two essential skills: problem-solving and emotional intelligence. This course prepares leaders to navigate challenges with a wide-range of alternative strategies, while mastering emotional intelligence. Through real-life scenarios and a focus on Appreciative Inquiry, leaders will learn to interpret, apply, and evaluate responses, and manage the resulting positive change that drives results in any leadership role.

### *Building a Performance Culture (3 days)*

Growing and sustaining high-performance teams requires leaders who understand what connects, motivates and engages people. FLP3 begins by asking the powerful question – who will be your legacy? You'll learn how to shift from manager to coach and feel equipped with the tools to empower your team and to create environments where collaboration, belonging, and honest feedback are a natural part of the day-to-day experience, from onboarding to succession planning.

## Topics for Today

Leader self-awareness | Personal Accountability | Stakeholder Engagement | Ethical Leadership  
Challenging Conversations | Multi-generational Workplace | Coaching | Employee Lifecycles

# We welcome leaders on any path

*Current Leaders:* Enhance your ability to lead in virtual, hybrid, and in-person settings by sharpening your communication strategies and tactics to connect with your teams more positively.

*Aspiring Leaders:* Gain the communication skills needed to confidently step into leadership roles, especially in today's diverse workplace environments.

*Team Builders:* Learn how to inspire, motivate, and unite your team, regardless of where they are or how they work.

If you're serious about leading effectively in the modern workplace, this course is designed for you.

## What's included?

### FLP3 Building a Performance Culture

Before you can lead a team, it's essential to pause and evaluate the impact you wish to have on others. Pre-course work sets the stage by helping you see your leadership from a 360-degree perspective.

#### 1. Leadership Toolbox

Leaders rely on the tools they have at their disposal. What's in your toolbox? FLP3 adds a robust set of leadership concepts, ideas and tactics, including understanding power dynamics and defining your leadership legacy.

##### Key Takeaways

- Understand the power continuum and its impact on leadership.
- Identify and unpack the key traits that define the leader you want to be.
- Utilize the practical leadership toolbox to handle a variety of challenges, demonstrated through a Mini-Case Study assignment.

#### 2. Employee Engagement

Engaged employees are the result of effective leadership. You'll learn tried and tested strategies to improve employee engagement, so that your team is motivated, committed, and aligned with your organization's goals.

##### Key Takeaways

- Learn the drivers of employee engagement and how to implement them in your team.
- Discuss ideas and methods to measure and create a positive and productive work environment.
- Recognize when levels of engagement drop and how to rebuild them, especially in challenging times.

#### 3. High-Performing Teams

Building a high-performing team requires more than just assembling skilled individuals—it requires a leader who can adapt their approach to different situations. FLP3 focuses on the principles of situational leadership to get the most of teams.

### Key Takeaways

- Develop the art of situational leadership to adapt your style based on team needs.
- Examine what high-performing teams look like in real-world scenarios.
- Apply situational leadership techniques in group-work settings.

## 4. Coaching Teams

Shifting from managing to coaching is an approach that leaders will need to embrace to lead the multi-generational workplace today. Learn what it means to embrace a coaching mindset and guide teams in reaching higher levels of performance.

### Key Takeaways

- Discover the core principles of coaching and how to apply them within your team.
- Learn how to provide targeted, honest and direct feedback.
- Practice coaching techniques that empower your team members, so they have both the skill and will to succeed.

## 5. Talent Development

Strong, focused, resilient teams don't happen overnight. You'll examine the full employee spectrum of employee development, from onboarding and talent management to creating a learning culture and planning for succession.

### Key Takeaways

- Develop effective onboarding processes that set new hires up for success.
- Implement talent management strategies that nurture and retain top talent.
- Create a culture of continuous learning and plan for succession to ensure long-term organizational success.

## FLP3 Impact Topics

FLP3 addresses a wide range of topics impacting the workplace today, discussed in a group-format to bring shared experiences and real-world application. Here are a few highlights:

- Leadership blind spots
- Concepts of power
- Decision-making continuum
- Motivational techniques
- Growing people through delegation
- Recognition and rewards
- Situational leadership
- Employee lifecycles
- Job purposing