

## Lesson 1: Leadership Fundamentals

**Description:** At the end of this leadership training lesson, participants will:

- Describe the mindset needed to successfully lead a team
- Define what it means to be a leader
- Explore the reasons why some people are considered leaders and others are not
- Self-reflect on leadership style and how it impacts those that we lead
- Learn how leadership evolves through various stages
- Discover the 5 main characteristics of great leadership

Lesson Length: 1 hour

## Lesson 2: The Role of a Leader

**Description:** At the end of this leadership training lesson, participants will:

- Describe the priorities of a leader
- Discuss the difference between leadership and management
- Discover how the responsibilities of leaders are split into four compartments
- Learn ways to grow in their leadership

Lesson Length: 1 hour

## Lesson 3: Emotional Intelligence

**Description:** At the end of this leadership training lesson, participants will:

- Define *Emotional Intelligence*
- Discover diverse ways to view and use emotional intelligence at work
- Discuss why emotional intelligence is important in leadership
- Uncover the five components of emotional intelligence at work

Lesson Length: 1 hour

## Lesson 4: How Leaders Build Relationships

**Description:** At the end of this leadership training lesson, participants will:

- Self-reflect on their current personal and professional relationships
- Share the strengths of relationships
- Discuss how poor communication can negatively affect relationships
- Discover the five pillars that build strong relationships

Lesson Length: 1 hour

## Lesson 5: Examining a Leader's Values & Core Competencies

**Description:** At the end of this leadership training lesson, participants will:

- Discuss why it's important for leaders to have a keen sense of values
- Self-reflect on personal and company values
- List the core competencies that will make people successful at work

Lesson Length: 1 hour

## Lesson 6: How Leaders Build a Strong Team

**Description:** At the end of this leadership training lesson, participants will:

- Participate in a group activity to find out how they would select team members
- Discuss the importance of having a "coach" on a team
- Discover ways to add value to those that they lead

Lesson Length: 1 hour

## Lesson 7: How Leaders Inspire & Motivate Others

**Description:** At the end of this leadership training lesson, participants will:

- Revisit how relationships are key to motivating staff
- Apply *Maslow's hierarchy of needs* to leadership and motivation
- Explore distinct ways to motivate employees

Lesson Length: 1 hour

## Lesson 8: The Coaching Process for Leaders

**Description:** At the end of this leadership training lesson, participants will:

- Discover a simple coaching process to use
- Reflect and analyze the structure for current meetings
- Share the key topics and discussions of one-on-one meetings

Lesson Length: 1 hour

## Lesson 9: How Leaders Influence a Company's culture

**Description:** At the end of this leadership training lesson, participants will:

- Define terms regarding company culture
- Explore the three key areas that make up a company's culture
- Self-reflect on the current culture of climate of individual companies
- Discuss why leaders need to focus on keeping a healthy culture within the organization

Lesson Length: 1 hour

## Lesson 10: How Leaders Develop More Leaders

**Description:** At the end of this leadership training lesson, participants will:

- Define the term – *leadership pipeline*
- Discover the importance of a leadership pipeline in a company
- Discuss how to empower future leaders
- Explore ways to develop future leaders

Lesson Length: 1 hour