

Developing Managerial Effectiveness with Style and Versatility

Program Length: Full Day (6 hours)

Module 1	Managing vs. Leading Qualities of Leadership Leadership Styles
Module 2	Creating an Open Environment Unlocking the Secrets of Employee Motivation Goal Setting
Module 3	The Four Style Positions Dimensions of Behavior Tension Management Strengths Based Leadership
Module 4	Effective Listening Boot Camp Non-Verbal Communication Skills Assertive Communication
Module 5	Recognizing Problem Workers Solving Problems Self-limiting Behaviors Behavioral EQ
Module 6	Communicating With Your Team Increasing Productivity Time Management Matrix

Additional information: This highly interactive program consists of self-assessments and group work which encourage self-discovery and a commitment to action. All participants will be encouraged to develop an action plan.