Leadership Training Topics Checklist

My current training is...

STAFFING	VERY EFFECTIVE	NOT EFFECTIVE	NONEXISTENT
Recruiting talent			
Interviewing candidates			
Onboarding new hires			
Building your bench			

TEAM LEADERSHIP	VERY EFFECTIVE	NOT EFFECTIVE	NONEXISTENT
Defining a vision			
Developing a strategy			
Setting goals and expectations			
Coaching in a hybrid environment			
Getting and giving feedback			
Rewarding and motivating teams			
Encouraging professional development			
Managing performance			
Terminating employees			
Managing time			
Managing change			

BUSINESS ACUMEN	VERY EFFECTIVE	NOT EFFECTIVE	NONEXISTENT
Understanding drivers and drainers			
Reading a profit and loss statement			
Creating a profit and loss statement			
Establishing a budget			
Evaluating ROI			
Allocating resources			
Making decisions			
Identifying, evaluating, and mitgating risk			
Building a business case			
Maintaining an innovative mindset			
Negotiating and persuading			

INTERPERSONAL SKILLS	VERY EFFECTIVE	NOT EFFECTIVE	NONEXISTENT
Developing emotional intelligence			
Building communication skills			
Having difficult conversations			
Managing up			

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WHAT'S BEST FOR MY MANAGERS?

**Depending on the needs of your company and your learners,
the best option could be a blend of all three approaches.**

IN-PERSON FACILITATED

Pros:
- More opportunities to build, build a support network, and share best practices
- High learning accountability
- Limited distractions
- Can be developed in bite-sized formats and facilitated in-house to provide continuous learning

Cons:
- Risk of "one and done" mentality if follow up activities aren't implemented to drive sustainment
- Often involves extra costs such as hotel, travel, and food
- Managers are not as accessible to their team members

VIRTUAL INSTRUCTOR-LED

Pros:
- Reduce training time
- No travel required
- More accessible to learners
- Can drive engagement with polls and whiteboard activities
- Can accommodate larger groups

Cons:
- Too much video conferencing can lead to virtual fatigue
- Without coaching frameworks, participants may feel like they didn't get enough feedback or support in the program
- Easy to tune out if the facilitator is not engaging
- Managers are susceptible to more distractions during the training
- Technology challenges with video, Internet connectivity, and sound can negatively impact the learning experience

SELF-PACED ON-DEMAND/ JUST-IN-TIME

Pros:
- Easy to administer and scale across workforce
- Typically, most cost effective
- Easily track and measure valuable data points
- More accessible to learners and enables delivery of consistent information and experience
- Typically organized in bite-sized courses, so managers can balance training with supporting their teams

Cons:
- Fewer opportunities to bond, build a support network, and fuel collaboration
- Too much virtual learning can lead to fatigue
- Managers are susceptible to more distractions during the training

LET'S GET STARTED
Ready to transform your leadership training?
Contact us to schedule a demo.

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