

Leadership Academy

Is the Leadership Academy Right For Your Company?

- 1) Do leaders understand their leadership strengths & weaknesses?
- 2) Are leaders familiar with California supervisory laws & practices?
- 3) Are leaders using the best skills to communicate successfully?
- 4) Do leaders use collaborative language in everyday conversations?
- 5) Are performance discussions engaging and goal-oriented?
- 6) Are leaders telling rather than getting buy-in?
- 7) Are employees and leaders held accountable for their actions?
- 8) Are teams performing at the level the organization needs?
- 9) Is there a chance good employees will leave?
- 10) Do leaders foster a culture of innovation and continuous improvement?

**Need an Advanced Solution for
Mid-to-Senior Level Leaders?
Senior Leadership Academy is Also Available**
www.ReadyNowLeaders.com

Leadership Academy coursework has designed for informal, frontline, and mid-level leaders through a proven methodology, which provides the greatest impact and ROI with minimal time off the job. Plus, choose the modules that are right for your training population or have Employers Group deploy a no cost assessment to determine your top training needs. The Leadership Academy can be tailored specifically for your organization and delivered at your facility. If you have fewer than 10 individuals, send them to one of our public Leadership Academies held throughout California (ReadyNowLeaders.com for dates).

For state funding, simply select 2 or more modules and create your own program!

Core Program

(Four Hour Courses)

Leading Others
California Supervisory Law
Communicating for Leadership Success
Collaborating & Dealing with Conflict
Coaching for Peak Performance
Setting Goals & Reviewing Results
Engaging & Retaining Talent
Maximizing Team Performance
Driving Change & Results
Fostering Innovation & Solutions

Electives / Add-Ons / Swap-Outs

(Four Hour Courses)

Addressing Poor Performance
Advanced Coaching
Building & Sustaining Trust
Customer Service: Service Leaders Role
Decision Making
Delegating with Purpose
Developing Yourself and Others
Emotional Intelligence
Executing Strategy at the Frontline
Facilitating with Impact
High Impact Feedback & Listening

High Impact Feedback & Listening
Interviewing Skills (8 hrs)
Leading Virtually
Making Meetings Work
Networking
Peer to Boss: Leadership Journey
Strategies for Influencing
Strengthening Partnerships
Strong Start: New Employee Success
Valuing Differences

Senior Leader Pre-Program Option

(3 Hour Course)

Prior to the start of this training initiative, Employers Group recommends a senior leader orientation session. In this executive overview session (Reinforcing Leadership Development), leaders of the trainees will receive overview guides of training content and gain an understanding of their role in developing leaders, including setting expectations and holding individuals accountable.

Full Course Descriptions & Public Training Options

www.ReadyNowLeaders.com

Available for Delivery On-Site At Your Facility

contact training@employersgroup.com for details

Employers Group's Leadership Academy

Employers Group's competency-based Leadership Academy provides transformative development experiences for every supervisory level within your organization. Each facilitated session is CONCISE (reducing time off the job) and HIGHLY INTERACTIVE (engaging the learner with relevant content that is connected to the challenges faced on the job). Each session includes content, tools, and practical resources, which will provide immediate on-the-job application and return on investment (ROI) for the individual and organization.

The program has been designed for minimal time away from the job and provides a total of 10 turn-key modules geared to impact business performance geared to Frontline to mid-level leaders along with any leader who wants to improve interpersonal skills.

The core program and courses are available as an open-enrollment (public) event at one of our locations in California. A custom coursework line-up can be created to meet your specific objectives and delivered at your facility nationwide. State funding is available through Employers Group to many companies in California to off-set the cost of this program. **Below is the a suggested core offering.**

Leading Others

Leaders should inspire, motivate and empower those around them. They must get into a "Leadership Mindset." Leaders must possess the awareness and skills needed to introduce, manage and perpetuate an environment where people are encouraged to think for themselves and assume greater responsibilities. This course helps leaders get aligned with the values of great leaders and to get started with the behaviors that reflect those values.

Supervisory Law

All it takes is to say something wrong, ask the wrong question, fail to say something or take action. Handling a situation incorrectly can put the company and even the leader at risk. As an "agent" of the company, it is in everyone's best interest to ensure those in a supervisory role be aware of the laws that impact their jobs. This workshop teaches those in supervisory positions the TOP TEN practices of California and federal employment law. Participants learn from case studies, "what would you do scenarios," as well as through real life examples of what not do, and stay out of legal trouble. A non-California version is available for out of state employers.

Communicating for Leadership Success

This foundation course introduces leaders to the essential interaction skills that are critical to leadership success. These Interaction Essentials are the core behaviors that leaders need to be effective in the many situations they handle on a daily basis, such as coaching, delegating, and driving change. Leaders will learn how to meet the personal and practical needs of their team members and how to communicate in order to spark action in others to achieve business results. They will also learn how to provide positive feedback that recognizes and motivates individuals and teams as well as developmental feedback that helps others get back on track. This foundation course is a prerequisite for many of the courses in the Interaction Management® Exceptional Leaders series. *This course is a prerequisite for many courses.*

Collaborating & Dealing with Conflict

Today's business environment challenges individuals to increase productivity, improve quality, shorten cycle time, reduce costs, and improve customer satisfaction. These imperatives require everyone to communicate more effectively, collaborate with each other and deal with inherent conflicts that arise. Using the right words, body language, and listening skills are critical skills required by everyone within an organization. This course teaches the practical tools that every individual within an organization can use on a daily basis to communicate more effectively and respectfully, build connection & trust, encourage collaboration, and even to deal with conflict with anyone they come into contact with from co-workers to customers.

Coaching for Peak Performance

This course helps leaders handle both proactive and reactive coaching discussions. By understanding the importance of four coaching techniques learners can have more effective and efficient interactions. The session incorporates a fast-paced game to understand the techniques. Since both proactive and reactive coaching discussions can be challenging, participants will use their own situations to make the course especially relevant to them.

Setting Goals and Reviewing Results

People are more engaged and strive for better results when they feel ownership of their working both the process and the outcomes. Unfortunately, leaders fail to engage and reinforce this sense of ownership in performance management discussions. This course will show the positive effect of shifting the traditional role of planner and evaluator from the leader to a shared responsibility between leader and employee. This shift builds ownership with the employee and frees up time for leaders to focus on coaching and developing throughout the performance cycle. Leaders will experience how to use effective (SMART) goals to help their employees track progress and fairly evaluate outcomes. A well-written performance plan is also a powerful tool for leaders to use when determining where to focus their development and coaching discussions with their employees.

Engaging & Retaining Talent

This course provides leaders with a model to determine what drives each individual's engagement, as well as methods for proactive engagement and talent retention. Participants learn how to conduct "engagement conversations" and "retention conversations." They explore ways to offer recognition and create an engaging environment using no-cost "everyday engagers."

Maximizing Team Performance

Managers can misdiagnose the root causes of team, department or line conflict or less-than-optimal performance when they consider only the capabilities or character of individual team members. Often there are more systemic conditions that undermine a team's cohesiveness, collaboration, or ability to achieve results. This course focuses on how leaders can work with their teams, lines or departments to build the infrastructure that enables maximum performance. Leaders gain experience in diagnosing and apply the five Team Success Factors -- Results, Commitment, Communication, Process and Trust.

Driving Change

This course helps leaders implement change in the workplace so they can avoid the problems that plague 70% of failed change initiatives. Driving Change provides the skills and resources leaders need to accelerate the process of implementing change with their team members and to create an agile work environment where people are more open to change. Leaders will learn how to use three Change Accelerators to turn resistance into commitment and inspire team members to take ownership of change.

Fostering Innovation

What can frontline leaders do to foster innovation in the workplace? This course provides a practical approach with tools and techniques to help leaders and their teams think differently about how they work and to help them generate new ideas that add value to your organization and your customers. Leaders will learn how to test the best new ideas quickly and how to use the insights gained along the way. They will be able to mobilize resources and advocate for the innovation to ensure that valuable new ideas are implemented . . . not lost.

ReadyNowLeaders.com for full course descriptions.

**Contact Employers Group to have this program customized and delivered
to just your organization.**