



Arabian Institute For Training

Advanced Leadership

INTRODUCTION

- Leaders play an important role in decision making and leading the organisation towards competitive advantage. It is crucial that leaders are prepared to build up the organisation in both words and deeds. People listen and respect a leader that clearly articulates the course of action whilst demonstrating a strong moral compass and character.
- This highly participative training course Advanced Leadership will help delegates to develop their leadership skills. The training course focuses on the importance of effective communication and conflict resolution based on the latest insights from leadership psychology. This will ensure that delegates attending this training course will have great leadership impact.

Participants attending the Advanced Leadership training course will develop the following competencies:

- Build their knowledge on leadership skills
- Develop awareness of their emotional wellbeing
- Understand techniques to improve communication with their subordinates
- Improve problem solving abilities
- Support their organisation by becoming highly effective and confident leaders

PROGRAMME OBJECTIVES

Advanced Leadership training course aims to help participants achieve the following objectives:

- Define the role of a leader within an organization
 - Understand the importance of being aware of his or her own strengths and weaknesses
 - Realize the importance of a healthy environment whereby people are confident of their abilities
 - Cultivate skills in asking good questions and active listening
 - Improve their ability to deal with difficult people
 - Learn how to analyse and find problem solving solutions
 - Be able to give assertive feedback and correction to others
 - Perfect their anger management skills
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WHO SHOULD ATTEND

The Advanced Leadership training course is suitable for a wide range of professionals, particularly:

- Supervisory Roles at Any Level
- Anyone Involved in any Leadership Role
- Decision Makers
- Managers and Supervisors

TRAINING METHODOLOGY

- This unique Advanced Leadership training course combines presentations with practical examples, supported by video material and case studies to provide maximum benefit to the delegates. Delegates will be encouraged to contribute in relating leadership principles to their individual workplace.

PROGRAMME SUMMARY

- This training course on Advanced Leadership covers critical areas of leadership in today's competitive and demanding market environment. Participants will acquire and develop essential skills that will improve their communication, conflict resolution, problem solving, decision making, anger management while at the same time improving their self-awareness and self-esteem.

PROGRAM OUTLINE

Building Self-Esteem

- Definition of self-esteem
- Putting things in perspective
- Building confidence in others
- Increasing our self-esteem
- Principles of leading people
- Case study of exemplary leadership

Effective Communication

- Winning communication strategies
 - Growing our self-awareness
 - Becoming a skilled communicator
 - Communication barriers
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Conflict Resolution

- Understanding conflict
- Benefits of confrontation
- Importance of empathy
- The three F's
- Guidelines for assertive anger
- Working towards positive interactions

Problem Solving and Decision Making

- Definition of problem solving
- 8 steps for identifying problems
- Making winning decisions
- Types of decisions
- Keys to good decision making
- The problem solving model

Anger Management

- What is anger
 - The costs of anger
 - Understanding emotional triggers
 - Strategies to cope with anger
 - Taking care of yourself
 - Personal action plan
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