Leadership Development

SynerGrowth Consulting
PARTNERING FOR TRANSFORMATIVE GROWTH

Essential Leadership Skills

2 or 3 Days

COURSE SYNOPSIS

This course focuses on key leadership competencies, including self-leadership, goal setting, and delegation. Participants learn the difference between management and leadership, develop effective communication strategies, and build high-performance teams through practical DISC applications. Designed for managers to lead and inspire through real-world challenges.

KEY LEARNING OUTCOME

- Understand the key differences between management and leadership.
- Develop effective goal-setting, delegation, and decision-making skills.
- Build and lead high-performance teams through communication and DISC principles.

INTRODUCTION & OPENING
- What is the purpose / Why to be in the program
- Importance of continuous learning
- How to measure success
- Housekeeping

MODULE 1: START WITH WHY & YOURSELF
- Work Smart Ideas
- Setting Goals for Career Growth
- Self Leadership And Their Power Of Pro-Activity

MODULE 2: ROLES & RESPONSIBILITIES FOR MANAGERS
- Challenges for a leader
- Management vs Leadership
- The planning/ organizing / controlling function
- Self Leadership & Challenges for a Leader
- Self Mastery& The Need to Change

MODULE 3: BASIC COMPETENCIES AS AN EFFECTIVE MANAGER
- Goal setting and planning
  - Individual, Team and Company's Goals
  - Planning and tracking process
- Delegation
  - When to delegate
  - How to delegate
- Influencing
  - What is influencing
  - Why is it important
- Listening & Questioning Skills
  - Active listening
  - Questioning skill is a most powerful tool
- Problem-Solving & Decision-Making
  - Toolkits for problem solving
  - How a manager make decision
- Planning for Successful Implementation
  - Basic project management process

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MODULE 4: WORKING & COLLABORATING WITH OTHERS THRU DISC

- The Principles of Good Communication
- Why personality style
- Fundamentals of DISC - reading behaviors
- DISC practical applications
  - Identifying the needs of each style
  - What each style needs to improve and minimize the weaknesses
  - Motivation of each style
  - How to work with different style
- Building Trust with Others
- Flexibility

MODULE 5: BUILDING HIGH PERFORMANCE TEAM

- Anatomy of High Performance team
- The Five Dysfunctions of a Team
- Shared values,collective responsibilities and Mutual Accountability
- Changing the Language and Fostering Cooperation
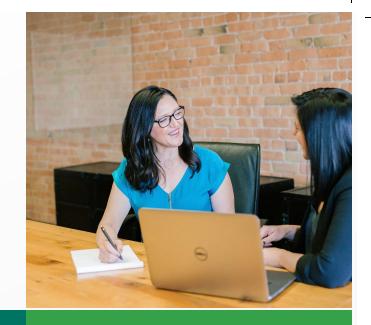- Providing constructive feedback to team members

PERESONAL DEVELOPMENT PLAN (PDP)

- Next step after each module
- PDP submission to their company

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Coaching & Mentoring for Peak Performance

2 Days

COURSE SYNOPSIS

Designed to develop top-notch coaching and mentoring skills, this course emphasizes building trust, active listening, and providing constructive feedback. Participants explore key models like GROW and STAR, enabling them to develop and motivate team members while driving personal and organizational growth

KEY LEARNING OUTCOME

- Differentiate between coaching, mentoring, and counseling.
- Apply coaching models to develop team members effectively.
- Build trust and provide impactful feedback to improve performance.

MODULE 1: INTRODUCTION OF COACHING & MENTORING

- Why Coaching? ROI of Coaching?
- Coaching vs Mentoring
- Boundaries of Coaching, Mentoring and Counseling
- Types Coaching & Mentoring
- Mindset shift for a Coach & Mentor

MODULE 2: ESSENTIAL ATTRIBUTES BEING AN EXCELLENT COACH & MENTOR

- Ability to build trust
- Positive Thoughts and Motivation
- Flexibility
- Mentoring tips

MODULE 3: ESSENCE OF COACHING & MENTORING

- Coaching & Mentoring deliverables
- Iceberg theory & Paradigm Shift
- Coaching Mindset / Solution focused
- Effective Relationship Dynamic

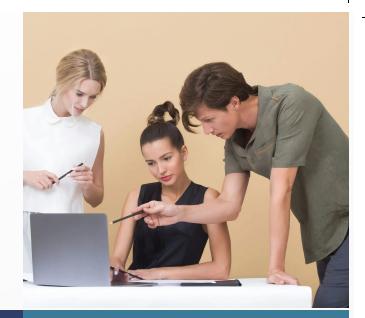## MODULE 4: COACHING & MENTORING COMPETENCIES 1

- Ethics practices & standards
- Coaching Process- GROW Model
- Coaching Presence
- Power of Silence & Acknowledgements
- Active listening
- Influencing skills & EQ factors

MODULE 5: COACHING & MENTORING COMPETENCIES 2

- Powerful questioning
- Giving feedback~ STAR Model
- Scaling Techniques
- Action planning

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Talent Management
2 Days

COURSE SYNOPSIS

Focusing on attracting, developing, and retaining top talent, this course explores strategies for building a robust talent pipeline. Participants learn to integrate talent management into business strategy, assess talent effectively, and implement systems that foster continuous development and engagement.

KEY LEARNING OUTCOME

- Attract, develop, and retain top talent aligned with business strategy.
- Create and manage a talent pipeline for future growth.
- Foster continuous talent development and engagement.

MODULE 1: INTRODUCTION OF TALENT MANAGEMENT

- What does Talent Management mean for a company?
- Common challenges of in most companies
- A Managment Level Issue: Attracting and Retaining Talent
- Business Strategy vs HR Planning

MODULE 2: GETTING STARTED

- Key Elements of successful T.M. Program
- Defining Talents
- The Continuum of Talent Development
- The war for talent
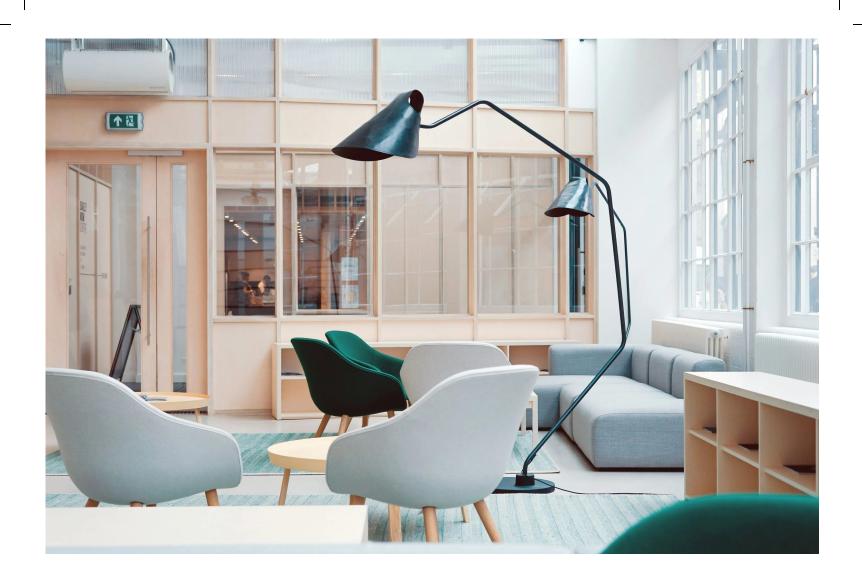
MODULE 3: INTEGRATED TALENT MANAGEMENT

- Across the Silos: Integrated Talent Management Model by Josh Bersin
- Evolved of HR Roles
- Creating Talent Pipeline

MODULE 4: IDENTIFY & SELECT TALENTS

- Different options for T.M.
- Develop effective T.M. Strategies
- Attract Talents
- Selecting Process
  ◦ Recruiting Methods
  ◦ Onboarding

MODULE 5: MANAGING PERFORMANCE AND FEEDBACK

- Fundamental understanding of Performance Management
- Moving Towards the future
- Measuring results and behaviors
- The Performance Review

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