

## Leadership and Influence

They say that leaders are born, not made. While it is true that some people are born leaders, some leaders are born in the midst of adversity. Often, simple people who have never had a leadership role will stand up and take the lead when a situation they care about requires it. A simple example is parenting. When a child arrives, many parents discover leadership abilities they never knew existed in order to guide and protect their offspring.

Once you learn the techniques of true Leadership and Influence, you will be able to build the confidence it takes to take the lead. The more experience you have acting as a genuine leader, the easier it will be for you. It is never easy to take the lead, as you will need to make decisions and face challenges, but it can become natural and rewarding.



### Course Outline:

#### Module One: Getting Started

- Icebreaker
- Housekeeping Items
- The Parking Lot
- Workshop Objectives

#### Module Two: The Evolution of Leadership

- Defining Leadership
- Characteristics of a Leader
- Leadership Principles
- A Brief History of Leadership
- Historical Leaders
- Modern Leaders
- The Great Man Theory
- The Trait Theory
- Transformational Leadership
- Summary

#### Module Three: Situational Leadership

- Situational Leadership: Telling
- Situational Leadership: Selling
- Situational Leadership: Participating
- Situational Leadership: Delegating

#### **Module Four: A Personal Inventory**

- An Introduction to Kouzes and Posner
- Model the Way
- Inspire a Shared Vision
- Challenge the Process
- Enable Others to Act
- Encourage the Heart
- A Personal Inventory
- Creating an Action Plan
- Set Leadership Goals
- Address the Goals
- Seek Inspiration
- Choose a Role Model
- Seek Experience
- Create a Personal Mission Statement

#### **Module Five: Modeling the Way**

- Determining Your Way
- Being an Inspirational Role Model
- Influencing Others Perspectives

#### **Module Six: Inspiring a Shared Vision**

- Choosing Your Vision
- Communicating Your Vision
- Identifying the Benefit for Others

#### **Module Seven: Challenging the Process**

- Developing Your Inner Innovator
- Seeing Room for Improvement
- Lobbying for Change

#### **Module Eight: Enabling Others to Act**

- Encouraging Growth in Others
- Creating Mutual Respect
- The Importance of Trust

#### **Module Nine: Encouraging the Heart**

- Sharing Rewards
- Celebrating Accomplishments
- Making Celebration Part of Your Culture

#### **Module Ten: Basic Influencing Skills**

- The Art of Persuasion
- The Principles of Influence
- Creating an Impact

**Module Eleven: Setting Goals**

- Setting SMART Goals
- Creating a Long-Term Plan
- Creating a Support System

**Module Twelve: Wrapping Up**

- Words from the Wise
- Review of Parking Lot
- Lessons Learned
- Completion of Action Plans and Evaluations