



## **UNIX Trainers & Consultants**

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### **Advanced Performance Leadership Skills in the Public Sector**

#### **Course Overview:**

Public service leaders in the modern world are facing challenges that are increasingly complex and interconnected. This is a fundamental leadership challenge and in this context, improving public service capability, productivity and innovation is increasingly necessary to meet citizens' expectations and rebuild trust in government. This is a fundamental leadership challenge. In order to meet this challenge, this course is seeking to identify skills, competencies and leadership styles required of the senior civil service (SCS) in a fit-for-purpose, innovation-ready public service

This advanced-level leadership course is aimed at giving you the skills you need to manage and lead people to an advanced level - focusing on six key areas of leadership - Communication, Innovation, Vision, Inspiration, Enabling and Encouragement.

Participants have the opportunity to test current skills and be challenged and coached to become the best leader, as Leadership is a critical component of good public governance. Leadership skills are essential to your career development and the productivity, motivation and efficiency of your team. If you want to improve your leadership skills, think about what actions you can take to be more influential. If you are already a leader, think about how you can influence others.

At every point in this course, you will be encouraged to participate in discussion, group work, practical exercises, meetings and experiments. This exciting and inspiring course will give you the challenge and the boost you need to move onto the next level of leadership.

#### **Course Objectives:**

**At the end of this course, the participants will be able to:**

- Understand the real meaning of leadership
- Learn how to be must stronger leader
- Become a master of communication and influence
- Create and harness the power of vision and visualization
- Learn the secrets of the past masters
- Motivate and inspire people
- Learn how to have a magnetic personality
- Create momentum and urgency within yourself and others
- Learn how to engage, inspire and enable your people

- Clarify their business and personal vision
- Increase their level of influence on others

## **Course Coverage:**

### **Topic 1: Understanding Leadership**

- What is true leadership, lessons from the past masters
- Modern leadership and its impact on business
- Human behaviour, predictable outcomes
- The new business reality and its impact on us all
- Force field analysis and the comfort zone
- Employee mentality versus entrepreneurial spirit
- The equalizer effect
- Leaders VS managers
- Leadership Challenges

### **Topic 2: Leadership Vision:**

- The strangest secret
- How to create a vision
- How to harness the power of vision through visualization
- Psycho cybernetics and its connection with vision
- Goal setting is the key to making the vision a reality
- The mastermind group
- Positive mental attitude, gaining power from a strong vision
- Linking Vision to Mission and Values
- Vision timeline, mathematical coaching model

### **Topic 3: Transforming Your Communication:**

- Discover your communication style
- Identify other people's communication style
- Learn how to motivate and influence each of the styles
- Body language
- The 5 levels of listening
- Advanced questioning techniques
- Selling your ideas and vision
- How to get buy-in from others
- Selling your ideas through excellence in communication

### **Topic 4: Innovation:**

- How to create a culture of innovation
- Engaging and Encouraging Your People
- Enabling
- Left brain, right brain, and innovation
- Creative thinking and problem-solving
- Suggestion boxes, and reward criteria
- Quantity versus quality on innovation projects

- Sticky note innovation
- Absolute VS Desirable criteria
- Using multi-disciplined employees to gain width and depth
- Using innovation to reduce costs

### **Topic 5: Influencing Skills:**

- The relationship bank account
- Inspirational Leadership
- Leadership Challenge
- The 10 guaranteed deposits
- Confidence is king
- The give-to-get ratio
- The fire within, Enthusiasm
- Time to get passionate
- The BE. DO.GET model
- The pipeline principle