



CALCPA Leadership INSTITUTE

Learn the Skills That Will Make You a Better Leader & Manager

Day One & Two: Situational Leadership®

Leadership Behavior

- Identify the fundamentals of leadership.
- Assess your current leadership style.
- Determine which leadership style a leader is using for a particular task.

Leadership and Readiness

- Identify indicators of ability and willingness.
- Determine whether a leader's style is appropriate for a situation.
- Receive feedback on the strengths and areas to develop your own leadership style.

Managing People

- Identify the steps in the developmental cycle.
- Determine the appropriate leader action for developing a follower.
- Evaluate the appropriateness of a leader's action when handling a performance problem.

Developmental & Regressive Case Studies

- Developmental role-plays
- Regressive role-plays

Days Three, Four & Five: Personalizing Your Leadership Development Plan

Professional Landscape

- What is happening within the profession.
- Key initiatives the profession is focusing upon.

Planning and Life Management (Getting Unstuck)

- View of the choices you are making regarding your career and personal life.
- Tools and concepts to help create clarity re what is important to you.

Management and Leadership

- Ideas to help you effectively implement your role.
- Cover commonly accepted ideas that have outlived their usefulness.

Accountability

- Discuss the necessary elements required to create accountability.
- Learn to craft your expectations with greater clarity and less ambiguity.

Communication Skills

- Learn how to improve your listening skills
- Enhance your communication skills to become more of an effective leader, manager and change agent.

Managing Change

- How successful organizations implement change.
- Cover tips to help you stack the odds in favor of successful change management.