

LEADERSHIP & TEAM MANAGEMENT TRAINING

A training course to set you up for success at work as a leader in your organization



WHAT IS LEADERSHIP

- Leadership is the ability to create an environment where everyone knows what contribution is expected and totally feels committed to doing a great job.
- We will look at how to lead and techniques leaders use to tap into their teams potential.



KEY LESSONS

- Defining Challenge
- Leading from within
- Leading through a Vision
- Growing with your role
- Balance personal and professional values
- Build transparency and trust
- Build long-term relationships



MASTER YOUR MINDSET

- Take a book and a pen
- Write about one greatest challenges you've faced as a leader
- Biggest team you have ever led
- She hare; Ask them for advice on how to tackle it.
- Write down 3 action points that you implement to become a better leaders



MINDSET OF LEADER



Resilience and
Persistence



Goal-Oriented



Continuous
Learning



Customer-Centric
Focus



Adaptability



Confidence and
Assertiveness

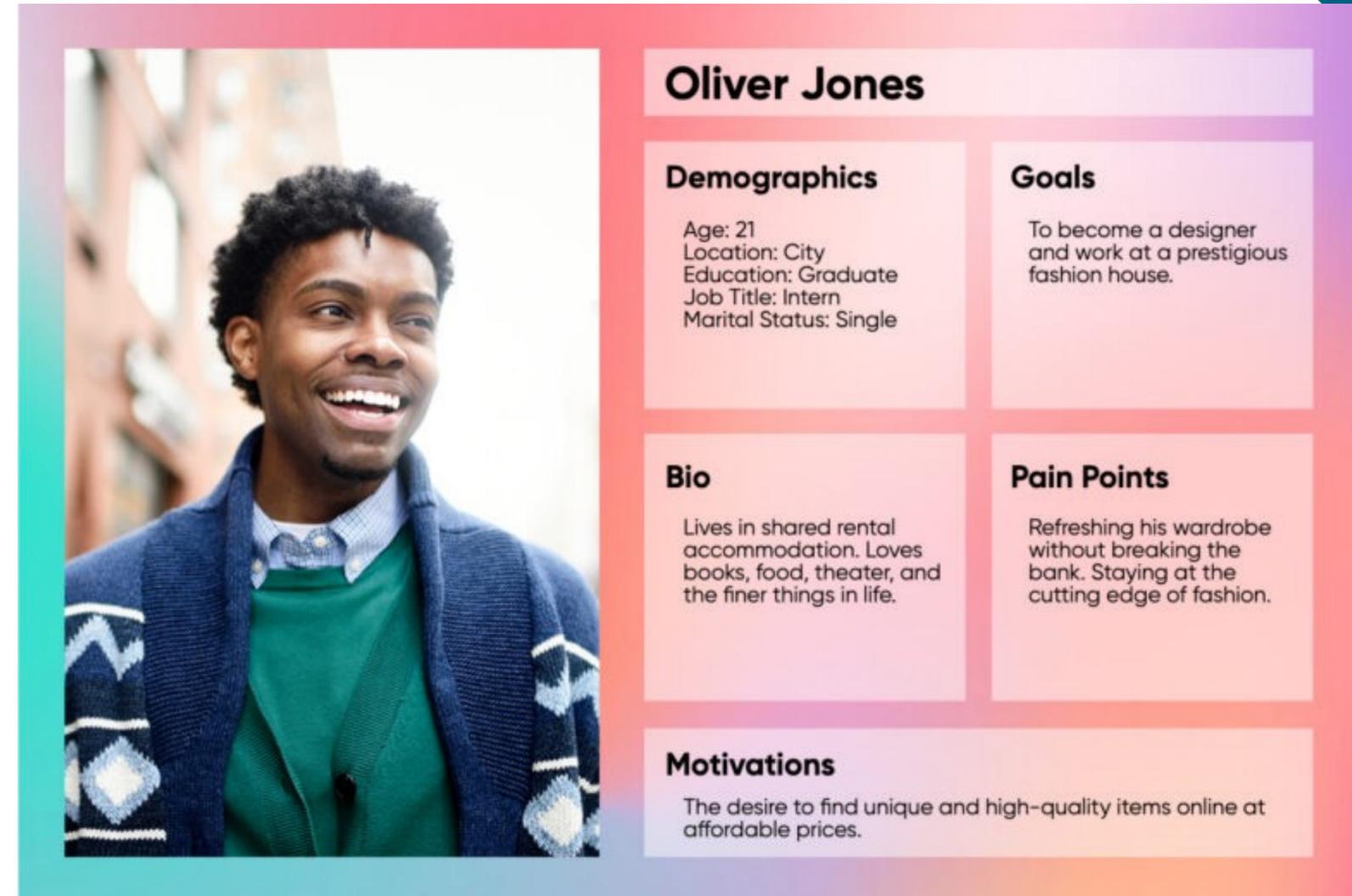
MINDSET OF A TRUE LEADERS

- Prioritize customer needs and actively listen.
- Develop resilience and maintain a positive attitude.
- Set clear, achievable goals and adapt strategies.
- Embrace continuous learning and adapt to changing markets.



UNDERSTAND YOUR AUDIENCE

- Effective content starts with a deep understanding of your target audience and the team you lead in your organization.
- Know their needs, interests, pain points, and aspirations.
- How they want to be lead, their vision , goals and motivations.
- Example Gen z and Gen x are not led the same way they have different needs.



Oliver Jones

Demographics Age: 21 Location: City Education: Graduate Job Title: Intern Marital Status: Single	Goals To become a designer and work at a prestigious fashion house.
Bio Lives in shared rental accommodation. Loves books, food, theater, and the finer things in life.	Pain Points Refreshing his wardrobe without breaking the bank. Staying at the cutting edge of fashion.
Motivations The desire to find unique and high-quality items online at affordable prices.	

Activity:

In a group of 3, identify your user personas.

UNDERSTAND LEADERSHIP

- Taking up leadership role – You will tackle multiple tasks.
- Examples – Meet goals through developing new opportunities, making sure you lead by example and the team follows vision and values of your organization
- Step 1- As a leader you have to define what challenges are you solving
- Step 2- Learning how to lead from within
- Leading through Vision
- Learning how to grow with your role (Leaders are made rather than born)

LEADERS BRANDING & STYLE OF LEADING

Leaders style and What do you want to be your legacy in your organization

What do we remember your leadership for ?

Example Bob Collymore in Safaricom

- Brand is the cornerstone of building and reinforcing your brand's identity as a leader
- Build your brand and portfolio influence and style
- It shapes how your audience perceives your brand and its values.



DEFINING CHALLENGES

- Leaders are made rather than born – You need to be an Agile (stay close to your team, use your judgement to move between leadership and management roles.
- Leading and Managing are different- Are you leader or a Manager
- Leaders make decisions and communicates bold messages- A manager implements strategies, measures performances and runs systems.
- Being a leader means you have ability to inspire, guide and think creatively to encourage others overcome different challenges. You lead by solving problems for the organization, experimenting different approaches making intuitive decision that can be accomplished.

ARE YOU LEADER PEOPLE CAN FOLLOW

- Everyone looks up to a certain leader but not leaders can influence .
- What type of leader are you – People who work with you emulate everything you do. From how you talk, walk dress , eat and present yourself

BEING A LEADERS DO'S	DONTS
1. Learning Quickly what motivates team members	1. Thinking of yesterdays result will still count tomorrow
2. Ask your team the view on the situation	2. Being out of of touch with your own emotions
3. Thinking beyond what happens in short tem	3. Not noticing what is going on around you
4. Knowing how to train and develop your team	4. Not asking for feedback on your leadership and ideas (how to improve)
	Not keeping physically fit and thinking positively

LEADERSHIP STYLES

COERCIVE LEADER	AUTHORITATIVE LEADER	AFFILIATIVE LEADER	DEMOCRATIC
1. Demands that people comply	1. Leads with clear vision	Creates Harmony and builds bonds	Consensus through participation
2. Drive to achieve self control	2. Self Confidence	Empathy, good relationship and communication skills	Collaboration, team spirit and communication skills
3. Key phrases they use (Do what I tell you)	3. Key Phrases they use (Come with me	Key Phrases People come first	What do you think
Negative impact and results	-Most positive impact	Positive impact	positive impact

LEADERSHIP THINKING STYLES

TACTICAL STYLE	AUTHORITATIVE LEADER	STRATEGIC
1. Accepts direction	1. Sees opportunities for action and improvement	Thinks any problems out from first principle
2. Focuses on how to achieve a goal	2. Focuses on practical actions and implementation in complex situations	Redefines problems and confidently challenges issues upwards
3. Plans and thinks through any action logically		
<p>- APPROACH</p> <ul style="list-style-type: none"> • How can we achieve the best result in the least time • How can we organize the actions into clear plan • What Most important things to coordinate 	<p>-APPROACH</p> <ul style="list-style-type: none"> • What actions can we take • What needs to be done • When can we start 	<p>APPROACH</p> <ul style="list-style-type: none"> • What is ? • Why have we ruled out of these other courses of actions • Why not do this instead • Who else needs to be involved

LEADERSHIP STYLES

PACE SETTING	COACHING LEADER
1. Sets high Performance Standards	Develop skills in other people
2. Drive to achieve Conscientiousness	Developing others empathy self awareness
3. Key phrases the use (Do do as I do	Key phrase (try this
Negative impact	postive impact

LEADING THROUGH VISION

- As a leader you will be expected to set values of an organization provide its stakeholders with an emotionally appealing achievable vision of future,
- Clear, thoughtful communication at every level is needed in order to develop this vision and translate



HOLBY
TRAINING SOLUTION

LEADING THROUGH VISION

5 STYLES OF LEADING THROUGH VISION

- Give Everyone a role – to play in implementing the team vision and ask them to report back to you on what has gone exceptionally well
- Ask individuals – to present highlights for the rest of the team so that everyone can learn about doing things in new ways
- Remember to say – Thank you individually and in front of the team to help them keep their momentum and motivations
- Celebrate team successes – keep the team moving forwards together – Recognize even small steps in right directions
- Explore – individual they unique mix of values , life experience knowledge , skills plus potential abilities. Understand what motivates each one to engage.

ADOPTING NEW LEADERSHIP PATTERNS

- 21ST century Leaders understand their audience and the different generation they are leading . Generation gaps forces you to learn new ways of leading different generations.
- Ways of adopting – Profiting from change using they dynamic changing concepts to your benefit . Leaders need to understand their core teams are mix of employees , free lancers, temporary staff outsourced consultants. Learning to engage disparate groups.
- Maintain consistency in tone, style, and messaging across how you lead.
- Consistency builds trust and reinforces brand recognition

**CONSISTENCY
IS** 

TOOLS FOR SUCCESS

LEADERSHIP

IN BUSINESS



EMOTIONAL INTELLIGENCE



Daniel Goleman first introduced emotional intelligence In 1998 in business world EQ was associated with leadership by 200 large companies and aspects such as

- **Intelligence,**
- **Toughness**
- **Determination**
- **Vision- You might be dreamer and not an performer**



*Iq and Technical skills
are important but EQ is
the sine quo non in
leadership*

DANIEL GOLEMAN



*CEO'S ARE HIRED FOR THEIR
INTELLECT, BUSINESS
EXPERTISE AND TECHNICAL
SKILLS
AND THEN FIRED FOR LACK
OF EMOTIONAL
INTELLIGENCE*

DANIEL GOLEMAN

SUMMARY OF LEADERSHIP IN BUSINESS & EQ



MOTIVATION

1

passion to work for reasons beyond status and money. propensity to pursue goals with energy and persistence. Hall marks –Strong drive to achieve, optimism even in the face of failure, organizational commitment

2

EMPATHY

Ability to understand the emotional make up of other people. Skill in treating people according to their emotional reactions. Hall marks –Service to customers and clients, Expertise in building and retaining talents and cross cultural sensitivity

SUMMARY OF LEADERSHIP IN BUSINESS & EQ



1

SELF-AWARENESS

- 1. Recognize your moods, emotions and drives
- and as well as their effect on others. Hall marks –self-confidence, realistic
- self-assessment, self-deprecating sense of humor.

2

SELF-REGULATION

- **Ability to control disruptive impulses and moods and the propensity to suspend judgement and think before acting. Hall marks –openness to change, comfort with ambiguity, trustworthiness and integrity.**

EMOTIONAL INTELLIGENT ASSESSMENT



EMPATHETIC



SOCIAL SKILLS

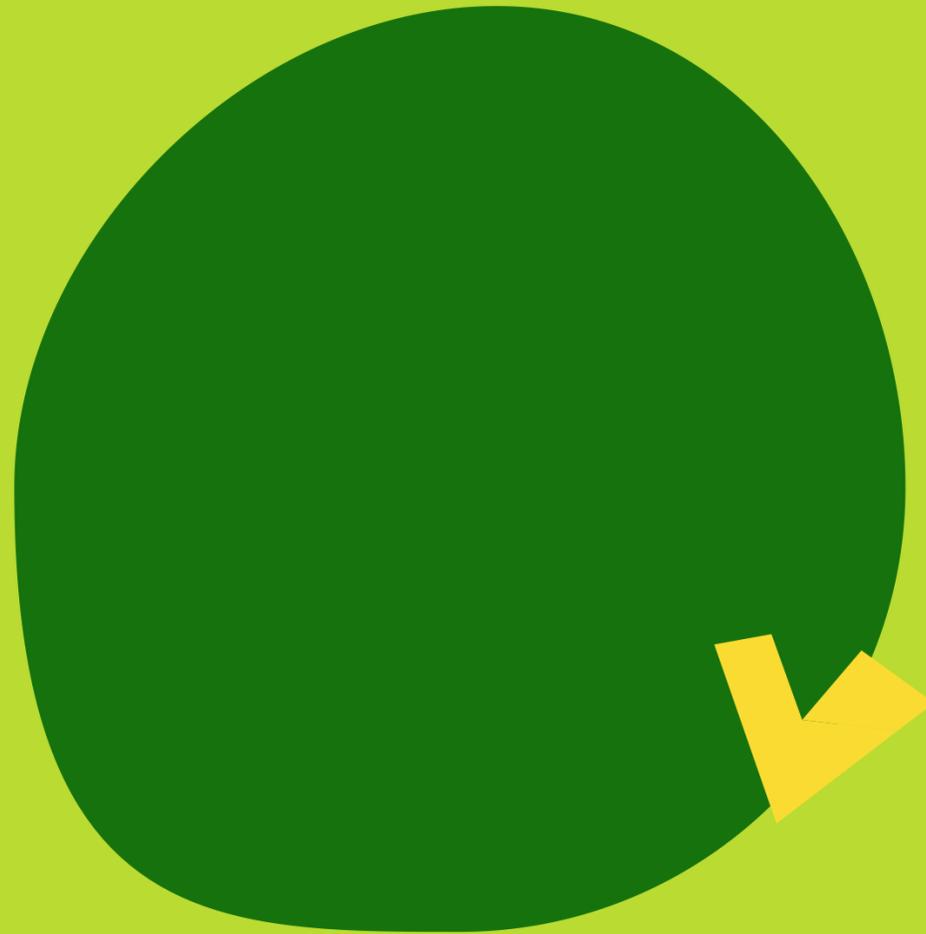


EMOTIONALLY
INTELLIGENT

EMOTIONAL INTELLIGENT ASSESSMENT



SELF AWARE



SELF REGULATE



MOTIVATE



THANK YOU FOR LISTENING!
Reach out for any questions.