



## CALCPA Leadership INSTITUTE

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

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### *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 be a more effective manager as well as issues and traits to avoid that can derail your success
- Enhancing your approach to training and developing your people making them better, faster and stronger more quickly

#### **Accountability**

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

#### **Emotional Intelligence and Communication and Skills**

- Developing your emotional intelligence and your conflict management skills
- Learn how to improve your communication and listening skills

#### **Managing Change**

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