

Leadership Skills



Learn effective and practical leadership skills, how to make effective decisions, and enhance employees' talents and capabilities.

Training Background

This program provides participants with a better awareness of the concept of leadership and its importance, in addition to the various aspects of successful leadership related to the personality of the leader, his psychological traits and behaviors, along with his impact on the employees in the organization and how he motivates them and involve them in the decision-making process and positively influence them, leading to group leadership with highlighting some problems and biases within the work teams and how to confront them and lead the process of change in companies and institutions, highlighting the role of the successful leader in changing the mentality and culture of the organization for the better, whether with regard to the performance of the institution and its productivity in general or in resolving conflicts between employees, listening to them, understanding their problems and answering their inquiries.

Training Objectives

By the end of this training, we expect the participants to have a deeper knowledge and understanding of Leadership Skills by:

- Foundations and concepts of leadership and management.
- Attributes and behaviors of a successful leader.
- Sources of power and the hierarchy of human needs.
- How to motivate employees.
- The role of the leader in developing work teams.
- The role of the leader in the change process.

Who Should Attend?

This program is necessary for anyone who wants to acquire the skills that make him able to lead others, whether within small or large work groups in large companies and institutions. Anyone who wishes to influence the lives of others by motivating and directing them in a right way to achieve personal and public goals.

Training Methodology

This program consists of 3 days, each day consists of a set of lectures, each of which was 15-30 minutes long, in addition to a number of case studies and assignments. The course also includes discussion panels following each topic to interact with the coach and group members to help each other and exchange opinions and productive ideas.

Evaluation Criteria

In Arizanti Academy, we believe that accurate evaluation of training programs, based on scientific foundations and well-thought-out criteria, is the best way to achieve the desired goals of training, achieve maximum benefit from the program, and provide trainees with scientific knowledge, experience and practical skills.

Therefore, we have built our evaluation systems based on accreditation and compatibility with a set of evaluation systems and international standards, where we rely in our work on:

1. Evaluation of the training program on the morning of the second day (if the program lasts for more than one day) to avoid any shortcomings in the program, and to achieve the objectives of the participants as groups and individuals.
2. Participants' evaluation of the training material, the trainer, the place of training, training services and coordination on the last day of the program (this report is analyzed and the results are sent with the original evaluation sheets to the client with the final report).

What would you learn and practice?

Day 1

The purpose of this session is to introduce and explain the subject of leadership elements, principles of successful leadership and the personality traits of a successful leader, his qualities and behaviors, which include emotional intelligence, honesty, transparency, the ability to inspire, focus, nerves possess, punctuality, and prioritization among others. The program also presents the main leadership styles and their relationship to work efficiency and relationships within the team. The session will include conducting a number of self-assessments for the participants to help them assess their current situation and compare it to the situations and stages of leadership requirements addressed in the training.

At the end of this day the trainees will be able to:

- The most important elements and principles of effective leadership.
- Personal traits of a successful leader
- Self-evaluation
- Leadership Styles (Goleman & Blanchard)
- Leader's vision

Day 2

The purpose of this session is to help the participants learn the methods of motivation, internal motivation, sources of strength, the hierarchy of human needs, and how to exploit and use all of these things to raise the level of productivity within the organization and lead projects in a better way by setting the desired goals, designing jobs to motivate employees, managing expectations and achieving justice and equality among the staff.

At the end of this day the trainees will be able to:

- Learn the basics of employee motivation.
- Motivation and strength sources.
- Hierarchy of human needs and understanding the different needs of employees.
- Types of motivation.
- Self-motivation.

Day 3

The purpose of this session is to help participants to know the skills of successful leaders in recognizing and applying the principles of successful leadership, among which is the ability to resolve conflicts between employees and arbitrate between them justly. Leadership skills required in the different roles of a leader, how to lead work groups in our society, make decisions in teams, group thinking, and the role of a leader in combating group decision biases, as well as peer pressure and social dependence.

At the end of this day the trainees will be able to:

- Effective leadership principles.
- The different roles of a leader.
- Making decisions in teamwork.
- The role of the leader in coordinating and managing people.

Day 4

The purpose of this session is to help the trainees to know the foundations and modern concepts in leadership and management, such as leading change, leadership communication, etc., the role of the leader in dealing with resistance to change, transformational leadership, honest leadership and change in social culture, and the most important qualities and behaviors that a successful leader must possess in order to become an inspiring leader, explaining the elements of leadership, successful leadership skills, how to motivate in leadership, and the role of employees in the leadership process.

At the end of this day the trainees will be able to:

- The role of the leader in the change process.
- Kotter's model for leading change.
- Transformational leadership, honest leadership, and the qualities of an inspiring leader.
- The role of employees in the leadership process.

Learn with us



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