



SELF-LEADERSHIP FOR ASPIRING POTENTIAL LEADERS TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor

Course Title: Self-Leadership for Aspiring Potential Leaders Training

Course Validity: 2 Days

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training equips aspiring leaders with the foundations of self-leadership—an essential capability for anyone preparing to step into leadership roles. The programme focuses on personal mastery, mindset development, emotional intelligence, accountability, self-discipline, decision-making, and the ability to influence others through behaviour and example. Participants will learn how to lead themselves first before leading others, build resilience, develop strong work habits, and cultivate the mindset of a future leader.

OBJECTIVE(S):

- Understand the concept and importance of self-leadership.
- Build self-awareness, self-discipline, and growth-oriented thinking.
- Strengthen emotional intelligence and personal influence.
- Learn how to take ownership, initiative, and accountability.
- Develop confidence in communication, decision-making and problem-solving.
- Build resilience and adaptability for future leadership roles.
- Create a personalised self-leadership development plan.

TARGET GROUP(S):

- Aspiring Leaders
- High-Potential Employees
- New Supervisors / Team Leaders
- Staff preparing for leadership roles
- Anyone who wants to strengthen personal leadership capabilities

ENTRY REQUIREMENT(S):

- Able to read, write, and communicate in Malay/English

TOPIC(S):

1. Introduction to Self-Leadership
2. The Mindset of Future Leaders
3. Building Self-Awareness & Personal Reflection
4. Emotional Intelligence (EQ) for Aspiring Leaders
5. Personal Discipline, Habits & Time Management
6. Taking Ownership, Responsibility & Initiative
7. Communication Foundations for Emerging Leaders
8. Problem-Solving & Decision-Making Skills
9. Building Resilience & Adaptability
10. Personal Influence & Leading by Example
11. Self-Leadership Growth Plan

LIST OF REFERENCE BOOK(S):

- “Emotional Intelligence” – Daniel Goleman
- “Atomic Habits” – James Clear
- “The 7 Habits of Highly Effective People” – Stephen Covey
- HBR Career & Leadership Essentials

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories

METHODOLOGY(S):

- Lecture
- Group discussions
- Case studies
- Behavioural leadership exercises
- Self-reflection workshops

TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration & Introduction
9:00 am – 9:45 am	Topic 1: Understanding Self-Leadership
9:45 am – 10:30 am	Topic 2: The Mindset of Aspiring Leaders
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 3: Building Self-Awareness & Reflection
11:30 am – 12:30 pm	Topic 4: Emotional Intelligence Foundations
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Topic 5: Personal Discipline, Habits & Time Management
2:30 pm – 3:30 pm	Topic 6: Ownership, Initiative & Proactive Behaviour
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Workshop 1: Self-Assessment & Habit-Building Practice

TRAINING SCHEDULE

Day 2

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 1
9:00 am – 9:45 am	Topic 7: Communication Skills for Aspiring Leaders
9:45 am – 10:30 am	Topic 8: Decision-Making & Problem-Solving Tools
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 9: Resilience, Stress Management & Adaptability
11:30 am – 12:30 pm	Topic 10: Personal Influence & Leading by Example
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Leadership Tools Session – Self-Leadership Techniques
2:30 pm – 3:30 pm	Team Exercise – Personal Influence Simulation
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Final Workshop: Building Your Self-Leadership Growth Plan