

The Purpose of the Program:

This three-day program is designed to prepare the participant for their first level leadership role and grow the skillsets required for success. It focuses on responsibility changes between individual contributor roles and leadership roles. It provides participants with the know-how to build stronger formal and informal leadership skills so they can become more effective and influential, regardless of assuming a leadership role.

Target Audience:

Employees who are currently in individual contributor roles and have shown the potential to advance to supervisory positions with one or more direct reports or team members.

Objectives:

The Leadership Readiness program is designed to equip participants to:

1. Understand how tasks of a leader differ from tasks of an individual contributor.
2. Explore what organizations look for when they select people for leadership roles.
3. Understand your leadership baseline.
4. Gain insights into your behavioural tendencies when you communicate, interact, influence, navigate change, solve problems, manage stress and conflict.
5. Hone skills associated with:
 - Achieving Results (including time management)
 - Shifting from “What’s” to “What’s and How’s”
 - Creating Leadership Presence
 - Building greater self-awareness
 - Responsibility, Accountability, Reliability and Dependability
 - Building Peer Relationships
 - Developing Cultural/Political Awareness
 - Managing Conflict and Difficult Conversations
6. Use tools, self-reflection and discussion opportunities to examine the leadership skills participants currently do and do not demonstrate.
7. Develop a stronger purposeful network within their organization.

The Approach:

The format of this program has been carefully designed to set each participant up for success in their developmental journey. The program includes 22.5 – 24 hours (depending on format) of group learning sessions, 1.5 hours for the introductory webinar, three hours of personal coaching, and personal reflection between classroom training broken down as follows:

1. Introductory webinar:
 - a. Provides an overview of what the participants can expect from the program.
 - b. Demonstrates how to use the website including the 360-degree feedback.
 - c. Will be recorded and shared with those who missed the session.
2. Classroom or virtual modules include a combination of:
 - a. Theory provided by the facilitators.
 - b. Discussion as a large group as well as smaller groups.
 - c. Experiential learning exercises.
 - d. Real plays as opposed to role plays.
 - e. Classroom - three full-day classes are delivered approximately one month apart OR it can be consolidated into a week of training that includes one coaching session during that week.
 - f. Virtual – each module is broken down into four two-hour virtual workshops with a break of one – two weeks between modules.
 - g. Note: In-class exercises will change depending on the participant demographics as well as the topics that resonate with the participants.
3. Individual Coaching:
 - a. Coaching is completely confidential between the coach and the client.
 - b. Will be conducted in person, virtually or via phone.
 - c. Each participant will have a one-hour coaching session after each of the 3 modules for a total of three hours of individual coaching.
4. Assignments and reflection:
 - a. In between each module, participants will be required to do some reflection on their leadership attributes in line with the theory learned in class.
 - b. Assignments will be given that integrate learnings into everyday work life.
 - c. Participants are assigned a FLL Partner each module and will meet twice to discuss their learnings and challenges while building their network.
5. Access to our participant portal, myneuroSHIFT, which is our hub for materials, events, information, and engagement.
- 6.

Program Cost:

Base program cost is \$4200 CDN per participant. *The minimum number of participants for LR is 18, and the maximum is 30.

For more information, please contact:

Jacquie Stephens, MBA, RCC, PCC
Jacquie@neuroshift.ca
403.477.7166