

LEADERSHIP DEVELOPMENT PROGRAMME



**Fox Manning
Group**

MODULE 1: DEFINING LEADERSHIP

At its core, the difference between management and leadership is the difference between instruction and engagement. Many successful managers are not great leaders, as they bring positive financial outcome without true understanding or commitment. If the reasons for succeeding is fear of failure only, any success is missing vital steps in the learning journey.

Laying out the framework for leadership and the impact it will have on both or own lives and the lives of those we lead is the foundation of this Leadership Development Programme



MODULE 2: LEADERSHIP STYLES

Understanding your natural leadership style and the associated benefits and disadvantages are essential for both planning and personal assessment in reflection. We look at embracing the opportunity to use your style when appropriate, yet also developing elements of other styles for different situational challenges.

Incorporated within this module is the study of Emotional Intelligence and why it is a vital component of any leader's style. Understanding the part both our own and other people's emotions play in our everyday working lives enables leaders to support, guide and inspire their teams.



MODULE 3: SETTING DIRECTION

This module will help leaders understand the power of vision. To raise the team eyes from the delivery of today and look collectively at the goals of tomorrow and beyond. Aligning your team's goals with those of the organisation is key to collective motivation and as a leader you have a responsibility to support your team in finding that purpose. Laying out the roadmap establishes a trust and confidence in a leader's vision.



MODULE 4: MANAGING CHANGE

Whichever direction you are planning on leading your team, there will always be change. The most successful leaders are those who can not only help their team adapt to change, but who are actively looking for it; either unexpected or chosen. Without change, there is no growth. Change is often highlighted as the biggest disruptor of team 'flow' as heads rise with uncertainty. Here we look at shifting team mindsets to not only see change as a positive, but to suggest change themselves when opportunity for improved outcome presents itself.



MODULE 5: ACCOUNTABILITY

As a new leader, it is vital you understand the shift from personal measure to collective accountability; that you recognise your success is now benchmarked by the success of your team, not just your own performance. This module helps leaders understand that any failings on the part of their team, are ultimately failings in their leadership. You missed something, you didn't act quickly enough, or you have allowed unsatisfactory circumstance to develop into failure.

Taking accountability for the action of others is a steep challenge that requires patience and a desire to take the team on a journey together, rather than develop as individuals only. As collective accountability grows, we also look at the art of delegation as a tool for development rather than just time management.



MODULE 6: COMMUNICATION

If leadership is summarised as 'motivating a group of people to act towards achieving a common goal', then communication is the delivery mechanism of that motivation. Many leaders are confident in their own ability and in fact, often have the correct understanding of what is required for their team to succeed; however, their delivery lets them down and as a result they are viewed as a bad leader.

This module helps each individual develop their own style as they learn to understand the different ways people like to receive information. We look at shaping long term messages consistently during short term conversation, as well as choosing the right style of communication for each situation.



MODULE 7: BUILDING TEAMS

As a leader you must take responsibility for the design and build of your team. This module looks at all the component parts to be considered when deciding the best shape for the team as it grows. Team building as a leader is a long-term exercise, rather than a short-term recruitment fix. This module will guide leaders through designing their own team model, highlighting potential pitfalls, short-cut negative impact and the tools for finding and inspiring the right individuals to recruit.

We also focus on how to embed trust, internal customer service principles and diversity once the team is growing. The session closes looking at how to approach situational challenges and find satisfactory conflict resolution.



MODULE 8: CULTURE

Culture describes how people feel about an organisation including its beliefs and values; defined as 'The way we do things around here'. The right culture is the fuel for creativity, discretionary effort and the feeling of having purpose; all contributing factors that drive the most successful teams.

As a leader you have to be able to recognise any disconnect between values and culture. Embedding the right culture enables teams to work together with trust and as a result, to solve problems for themselves. We look at how to reinforce the desired culture through consistent behaviours and actions.



MODULE 9: PERSONAL DEVELOPMENT

We are all a work in progress. A change in title is not a change in us. That change only comes when we choose to learn new skills, thoughts or practices. Ensuring new leaders embed the habit of learning is key to their ongoing personal growth and as a result, the collective performance of their teams. To continuously move forward in our development, we must reflect regularly on our own performance.

Learning how to self-assess and critique is vital for this process. This module also helps leaders to not only recognise failing when it occurs, but to embrace the opportunity of developing new and better skills as a result.



MODULE 10: COACHING

Realising the full potential of each team member is one of the core responsibilities of leadership. By empowering others, leaders bring relevance and trust to their relationships with team members. Not only is coaching an opportunity to stay close to the personal development of each individual, it is the easiest way of picking up early warning signals of any underlying issues that are affecting performance.

The biggest single frustration highlighted by employees when referring to manager or leader performance, is the lack of time or opportunity to be heard (CMI 2018). Learning to coach is to learn the art of listening. If everyone is heard, nothing is missed.



MODULE 11: SELF-MANAGEMENT

When new leaders fully understand the level of responsibility they are taking on for themselves and others, they can often be overwhelmed by the perceived lack of time to deliver every aspect of the role successfully.

Here we introduce new levels of the 3 core habits a leader should embrace daily: Time Management, Personal Measure and Planning. Each of these when utilised fully will both alleviate pressure and inform new leaders that it is ok not to be perfect all the time.





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