Preparing for Leadership
The Right Programme for You
You are a manager who is moving into a new leadership role. You need to develop key leadership skills and develop your own unique leadership style. This programme prepares you for this new role.

Highlights
- Discover your own personal leadership style and learn to adapt your style to the needs of others
- Learn and use methods to plan for the first day, week, month and year of your new leadership role

Key Competences
- Motivating your team
- Becoming a great leader
- Planning your role as a leader
- Building relationships
- Managing organizational politics

Learn, Practice and Use
- Understand what a leader is...and is not
- Discover your own unique leadership style and project a more dynamic image
- Determine which leadership attributes you already possess
- Apply lessons learned through leadership training to take on your first leadership position with greater confidence
- Get noticed by learning how to look and talk like a leader
- Find out what people expect and respect in a leader
- Apply lessons learned through leadership training to refine your skills in gaining and using power and influence positively
- Learn how to motivate a team, including “difficult people”
- Share your knowledge and challenges with your peers and MCE’s highly experienced faculty

Practical Information

Face-to-Face
- 2 days
- €2,595

Live Online
- 3 x 3-hour sessions
- €2,295

PMI Certified
The programme is certified by the Project Management Institute® (PMI). More information at mce.eu/pmi

Available In-Company
The programme is available as an In-Company solution for your teams. More information at mce.eu/inco

mce.eu/management for dates, locations and full programme outline
Programme Outline

01. Is There a Leader in You?
   - Discuss which qualities senior management looks for in candidates for leadership positions
   - Understand the challenges you will face

02. What Do Leaders Talk About?
   - Discover your leadership style
   - Learn to adapt your style to the needs of others

03. What Is Your Leadership Image?
   - Describe how to project the positive professional image of a leader
   - Understand the Importance of Trust and Its Effects on Followers
   - Build Relationships of Trust with Those You Lead

04. How Can You Build Your Influence and Power?
   - Identify a leader’s sources of power and influence
   - Illustrate ways that leaders can build their power and influence

05. How Should You Handle Organizational Politics?
   - Explain strategies for getting others to support your agenda

06. How Can You Motivate People?
   - Assess the things that really motivate

07. Methods to Approach the First Day, Week, Month and Year of Leadership
   - Design your strategies for being noticed and selected to be a leader
Learn
the key business skills and knowledge you need for your management role today and tomorrow

Practice
the skills you learn and get feedback, recommendations and coaching

Use
what you learn and practise as soon as you get back to your office

Contact us
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