LEADERSHIP EFFECTIVENESS AND LEADERSHIP STYLES

Introduction

Leadership effectiveness today requires more than authority or technical competence. Modern leaders must guide diverse teams, manage performance pressures, adapt to change, and motivate employees within complex and fast-evolving organizational environments. This course develops practical leadership capability by combining leadership theory with real workplace application. Participants build self-awareness, understand their leadership style, and learn how to adapt leadership approaches to different people and situations while strengthening communication, accountability, and performance management skills.

Course Objectives

- Understand key leadership concepts and styles
- Assess personal leadership strengths and development areas
- Apply appropriate leadership approaches to situations
- Communicate and influence effectively
- Build and manage high-performing teams
- Resolve conflict and manage change
- Develop a personal leadership improvement plan

Course Modules

> Module 1: Understanding Leadership Essentials

- Leadership vs management
- Roles and responsibilities of leaders
- Characteristics of effective leaders
- Leadership mindset and values
- Leadership accountability

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> Module 2: Leadership Theories & Styles
- Trait and behavioral theories
- Autocratic, democratic, laissez-faire styles
- Transformational vs transactional leadership
- Situational leadership
- Choosing appropriate leadership style

> Module 3: Personal Leadership Assessment
- Leadership style assessment
- Strengths and development gaps
- Emotional intelligence
- Self-awareness and self-regulation
- Personal leadership goals

> Module 4: Ethics, Trust & Decision Making
- Ethical leadership
- Integrity and accountability
- Building trust
- Decision-making models
- Responsible leadership behaviour

> Module 5: Effective Communication Skills
- Active listening
- Giving and receiving feedback
- Non-verbal communication
- Difficult conversations
- Communication barriers

> Module 6: Influencing & Stakeholder Management
- Persuasion techniques
- Negotiation basics
- Managing upwards
- Handling resistance
- Relationship management

> Module 7: Building High-Performing Teams
- Team dynamics

- Delegation skills
- Motivation techniques
- Diversity management
- Team roles

> Module 8: Coaching, Mentoring & Conflict Resolution

- Coaching basics
- Performance feedback
- Conflict management styles
- Mediation techniques
- Supporting staff development

> Module 9: Leading Change & Problem Solving

- Change management principles
- Managing uncertainty
- Critical thinking
- Problem-solving tools
- Risk awareness

> Module 10: Personal Leadership Development Plan

- Leadership action planning
- Goal setting
- Continuous improvement
- Self-evaluation
- Commitment planning

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