American Management Association's
Developing Executive Leadership

Learning Objectives

- Understand Four Critical Competencies of Executive Leadership
- Distinguish the Differences Between Leadership and Management
- Understand the Importance of Vision to Strategic Thinking
- Prioritize Based on First Things First® Principles
- Understand and Apply Situational Leadership® II
- Coach Employees Toward Improved Performance
- Identify Ways to Use Business Ethics to Build Trust
- Assess Personal Values and Integrate Them into the Business Setting
- Describe Three Keys to Motivating the Workforce
- Improve Communication Through Active Listening and Future-Focused Conversations
- Define Emotional Intelligence and Explain How It Benefits an Organization
- Understand Your Emotional Intelligence Strengths and Developmental Needs
- Draw a Personal Development Plan for Further Development as a Leader

The Leadership Challenges

- Recognize Your Leadership Challenges
- Consider the Various Definitions of Leadership
- Articulate the Four Competencies of Effective Leaders
- Describe the Difference Between Leading and Managing
- Understand the Power of Vision in Organizations

Leading with the Head:
Strategic Leadership Prioritization and Goal Setting

- Define the Elements of Strategic Leadership and a Strategic Plan
- Focus Your Vision in a Way That Is Meaningful to You
- Understand the Importance of Prioritization
- Know the Essence of Goal Setting and How to Set Goals That Will Be Accomplished
Leading with the Hands:
Understanding and Appreciating Situational Leadership® II
“The Art of Influencing Others

- Define Leadership as the Art of Influencing Others
- Identify the Three Skills of a Situational Leader
- Improve Team Performance Through Coaching

Leading with the Feet:
Building Trust, Understanding Personal Values, and Making Ethical Decisions

- Recognize the Factors That Impact Trust in Organizations
- Tie the Four Cornerstones of Trust to the Four Competencies of Effective Leadership
- Understand the Nature of Two-Way Trust and How to Build It
- Anticipate Value Differences at Work
- Know How to Approach Ethical Dilemmas in a Logical, Rational Manner

Leading with the Heart:
Motivation, Culture, Communication and Emotional Intelligence

- Identify the Three Main Things That Motivate Employees
- Create a Greater Sense of Pride and Enjoyment in Your Employees
- Listen and Communicate with Others More Effectively
- Focus on the Future in More Positive Terms
- Understand the Elements of Emotional Intelligence
- Know Where Your Emotional Intelligence Strengths and Development Needs Lie

Leadership Development Plans

- Complete a Leadership Development Plan
- Receive Feedback on Your Development Plan
- Prepare and Plan for the Continuing Learning Experiences