From Doing to Leading - Leading with Impact Training

Duration: **1 Day**

BİLGİNÇ IT Academy
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Overview

Designed for new managers transitioning from an independent contributor to a people leader to better understand their new accountabilities and skills required for success.

Making the transition from an individual contributor to a people leader is both a challenge and an opportunity. As a people leader, you must transition from doing the work yourself to getting the work done with and through others. It requires a shift of mindset to take on new accountabilities that support your direct reports and the organization as a whole.

In this course, you will explore these new accountabilities and learn new skills and processes that help you balance priorities, overcome roadblocks, earn respect, and establish credibility.

Benefits for the Individual

- Enhanced knowledge of critical leadership accountabilities
- Increased awareness of opportunities for personal development of leadership capabilities
- Improved ability to prioritize your activities as a people leader and manage your workload
- Greater clarity on the impact of earning respect and establishing credibility as a leader
- Increased confidence to manage people

Benefits for the Organization

- Improved leadership capability
- Greater clarity and common understanding of key leadership accountabilities
- Enhanced engagement of leaders in their roles

Who Should Attend?

Leaders at all levels: new managers, supervisors, team leaders, project managers, or seasoned managers wishing to enhance their current skill set

What You Will Learn

- Accountabilities of your people leadership role
- Opportunities for development in your leadership role
- Plan your time allocation to reflect your accountabilities
- Utilize a system to set priorities for yourself and your direct reports
- Develop your credibility as a people leader in your organization

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Outline

1. Pat's Story

- Short scenario about a leader who is struggling with the work they must get done

2. Shifting Your Mindset

- How to see your role and accountabilities as a people leader

3. People Leader Accountabilities

- Difference between responsibilities and accountabilities
- People Leader Accountabilities

4. Identifying My Opportunities for Development

- Building on the People Leader Accountabilities to create an Opportunities for Development plan

5. Allocating Your Time as a People Leader

- Priority Quadrant - a tool to help determine high and low priority tasks
- Tasks that could/should be delegated vs. those that should be completed by the leader

6. Judgment

- Exploring the concept of judgment
- Determining when and by whom work will get done

7. Keeping a Daily Priority List

- Guidelines for creating a daily priority list

8. Overcoming Roadblocks

- Roadblocks that might prevent you from getting things done

9. Earning Respect and Establishing Credibility

- A key factor to successful leadership is getting people to follow willingly