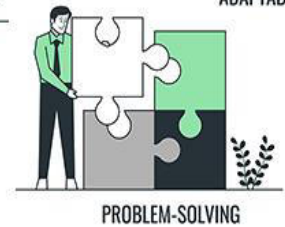


# SOFT SKILLS



## SOFT SKILLS

## Leadership Skills Course

Project Based Immersive Learning Course

### Leadership Skills Course Overview

Education Nest interpersonal skills refer to the qualities and behaviors that we show when interacting with others. The Interpersonal Skills training program aims to equip participants with comprehensive knowledge and experience in effectively expressing themselves in the workplace. Attendees will learn how to enhance their interpersonal skills and effectively maintain relationships with colleagues in other departments. Improving one's interpersonal style and gaining a better understanding of others can facilitate the resolution of conflicts in the workplace. This program teaches critical communication techniques that empower individuals to handle challenging situations with confidence. By attending this training course, participants can implement the benefits of interpersonal skills in their personal and professional lives. They can improve their communication effectiveness, increase engagement, and foster better relationships with their colleagues.

### Benefits of Leadership Skills Course:

Leadership training can help individuals develop the skills and knowledge needed to be effective leaders, which can benefit both their own careers and the organizations they work for.

Leadership skill training courses can have a range of benefits for individuals and organizations, including:

- Enhance your understanding and confidence when facing difficult situations and increase your knowledge.
- Identify your weaknesses and initiate growth in those areas.
- Evaluate your leadership potential by analyzing your level of self-assurance, emotional intelligence, and other essential qualities for effective leadership.
- Explore the development of leadership theories over time to gain a deeper understanding of the often-conflicting perspectives on leadership.

## **Who should learn?**

- General managers
- Departmental heads, project heads
- Team leaders, global managers
- Strategic managers
- Senior officers, Executives
- Professional mentors and coaches
- Policymakers
- Start-up founders, entrepreneurs

## **Designations:**

- Manager
- Executive
- Director
- Team Leader
- CEO (Chief Executive Officer)

## **Why Leadership Skills Course from Education Nest**

- **Free Demo on Request**
- **Live Interactive Learning**
- **Lifetime Access**
- **Flexible Schedules**

- **24x7 Support**
- **One on One Doubt Clearing**
- **Real Time Project-Based Learning**
- **Certificate Oriented Curriculum**

### **Key Skills Covered:**

- Team building skills
- Communication skills
- Decision-making skills
- Strategic planning skills
- Coaching and mentoring skills
- Emotional intelligence
- Time management skills

## **Leadership Skill Course Syllabus**

### **Module 1: (Introduction of Leadership)**

- What is Leadership?
- Responsibilities of Being a Leader
- Key Characteristics of a Successful Leader
- Framework for Developing Leadership Skills
- Stages of Growing as a Leader
- An Assessment Tool for Leadership qualities

### **Module 2: (Leading with Creativity and Innovation)**

- Concept of creativity
- Blocks to creativity
- Imagination for innovative leadership
- Creative brainstorming

- Importance of feedback

### **Module 3: (Importance of Critical Thinking)**

- Benefits of critical thinking
- When to use critical thinking
- Steps to critical thinking
- Analytical skills
- Problem-solving skills
- Fostering open-mindedness

### **Module 4: (Creative Problem Solving)**

- Identifying and defining the problem
- Finding alternatives
- Selecting the best alternative
- Implementing the solution
- Analytical and creative problem solving
- Problem-solving vs decision making
- Elements of creative thinking

### **Module 5: (Situational Leadership)**

- Directing, guiding, or telling
- Coaching, selling, or explaining
- Supporting, participating, or facilitating
- Delegating, empowering, or monitoring
- Qualities of a Situational Leader
- When to use Situational Leadership

## **Module 6: (Leadership in the Post-Pandemic Era)**

- The shift in leadership priorities
- Need for leadership evolution in light of the pandemic
- Importance of collaborating
- Developing empathy
- Working with virtual teams and remote offices

## **Module 7: (New Age Leadership)**

- 21st Leadership
- Working in flat organizations
- Digital Leadership
- Learning and Relearning
- Agile mindset
- Efficient in change management

## **Module 8: (Leading an Organization through Transformation)**

- Key axes of change
- Integrated transformation approach
- Establishing a culture of self-learning
- Building complementary teams
- Leadership function across the organization
- Promoting inclusive leadership

## **Module 9: (The Power of Embracing Risk)**

- Risk leadership
- Risk heat map
- Risk governance

- Enterprise risk management
- Defining clear risk
- Planning for failure
- Risk analysis

### **Module 10: (Find your Leadership Style)**

- Coaching
- Visionary leadership
- Servant leadership
- Laissez-faire leadership
- Democratic Leadership
- Pacesetter
- Transformational and transactional leadership
- Bureaucratic leadership

### **Module 11: (Team Building and Group Dynamics)**

- Interacting in groups
- Task roles
- Group maintenance roles
- Tuchman's group development
- Supportive team practices
- Effective teamwork
- Elements of team building

### **Module 12: (Emotional Intelligence)**

- Self-awareness
- Self-regulation
- Motivation

- Empathy
- Social skills
- Achievement motivation theory

## **Module 13: (Critical Leadership Competencies)**

- Framework for assessing leadership skills
- Preparing for future leadership transitions
- Getting feedback from multiple sources
- Decision-making styles
- Managing politics
- Setting vision and strategy
- Leading self
- Guiding and motivating a team
- Leading others

## **Career Support**

### **Profile Building :**

Experienced professionals are available to offer tailored assistance in crafting your CV and online profiles, taking into account your unique educational and experiential background.

### **Interview Preparation :**

The upcoming interview preparation service will include personalized one-on-one sessions and the option for mock interviews if needed.

## **Job Referrals :**

At Education Nest, we receive a variety of job requirements from diverse sources such as organizations, our clients, HR consultants, and a vast network of Education Nest currently employed in different companies. We strive to meet these varied requirements to the best of our abilities.

## **Continuous Support :**

We offer continuous support for as much time as you need it, and a considerable number of our learners receive multiple interviews offers and promising employment opportunities as a result of the abilities they gain during the program.