



GMTDC
Business Training & Consultation

Situational Leadership & Team Management

Seminar Outline

► Overview:

This seminar is designed to provide you with a learn how to adopt a situational leadership style that generates heightened performance and improved productivity. Does your organization lack passion, energy, self-reliance and drive? If so, the technique of situational leadership has the answers that will take your managers and your company to the head of the pack.

► Objectives:

The seminar aim is to help:

- Improve communication and become a more trusted and credible leader
- Learn how to use situational leadership to achieve greater productivity by infusing energy, self-reliance and drive within your employees
- Create a collaborative work environment to achieve faster sustainable results
- Increase your effectiveness in setting goals, providing clear direction, listening, observing, monitoring and giving feedback
- Retain your most talented employees by being more responsive to their development needs

► Who should attend:

This seminar is designed for Individuals in leadership roles, including:

- Executives,
- Managers at all levels
- Project Managers, Team Leaders
- Supervisors.

► Structure:

8 hours to be carried out over 2 days including presentation, supporting documents, and interaction with highly experienced and qualified people from the field.

► Contents:

This seminar presents the principles and techniques for situational Leadership and Team Management,

It covers:



- An overview of the purposes of Situational Leadership and the core competencies of a Situational Leader
- Leadership for the future: exploring the importance of flexibility, adaptability and how to manage diversity and change
- Beliefs and building blocks to help you understand the concept of “no best style,” and why leadership depends on the situation

- Diagnosis: how to identify clues in situations to determine how to best operate to build motivation, confidence, talent and to empower people to contribute the most to their organization’s success
- Flexibility: using a variety of leadership skills with greater confidence
- Partner for better performance: exploring new ways to open up communication and reach consensus with others
- Matching your leadership style with your people’s and the situation’s need

The seminar outline may include:

- Situational Leadership— Beliefs and Building Blocks
 - Develop a Common Vocabulary for Leadership
 - Learn and Be Able to Explain Why There Is No Best Leadership Style
 - Learn the Three Skills of a Situational Leader: Diagnosis, Flexibility, and Partnering for Performance
 - Discuss the Core Beliefs and Values Underlying the Situational Leadership Model
 - Understand the Positive Outcomes of a Match and the Negative Consequences of Over-supervision and Under-supervision on Performance and Development
 - Develop an Action Plan for Becoming a Situational Leader
- Diagnosis— The First Skill of a Situational Leader
 - Define Development Level as a Measure of a Person’s Competence and Commitment on a Specific Goal or Task
 - Identify the Characteristics and Needs of Others at the D1, D2, D3, and D4 Levels of Development
 - Develop Skills in Successfully Diagnosing Development Level
- Flexibility— The Second Skill of a Situational Leader
 - Identify Directive and Supportive Behaviors
 - Describe the Four Leadership Styles: Directing, Coaching, Supporting, and Delegating
 - Learn What a Leader Does in All Four Styles
 - Be Able to Start a Conversation in Each of the Four Styles
 - Describe Differences between the Four Leadership Styles
 - Learn How Flexible You Are and Which of the Four Styles You Are Most Comfortable Using



- Identify the Skills You Need in Order to Adapt Your Leadership Style from One Situation to Another
- The Match
 - Match Leadership Style to Development Level
 - Learn How Effective You Are in Diagnosing Development Level and Choosing the Appropriate Leadership Style
 - Explain the Negative Impact of Over-supervision and Under-supervision on Others' Performance and Morale
 - Practice Diagnosing Development Level and Using the Four Leadership Styles
- Partnering for Performance and Situational Leadership Skill Practice
- The Match and Mismatch Activity

Throughout the seminar there will be opportunities for questions, and where appropriate, case studies will be discussed.