Course Title: Leadership Skills and Techniques
Course #: 4001
Duration: 3 Days
Delivery Method: Instructor-led live classroom
Alternative Delivery Methods: Instructor-led online (synchronous)

1. What business or organizational need does this course address?

What are the essential traits and behaviors of leaders and how can they be honed throughout your career? Skills like engaging, motivating, coaching, and enhancing performance are integral to the success of all leaders. As the first step to seeking out opportunities for growth, you will learn about and assess your own leadership style. Through exercises and discussions, you will gain the skills and techniques to identify and address conflict areas before they escalate.

2. Who should attend?

This course is designed for managers, supervisors, team leaders, and individuals who want to develop high-performance leadership competencies.

3. What will I learn how to do in this course?

- Discover your personal leadership style and values to identify opportunities for flexible leadership
- Analyze practices to build emotionally intelligent teams
- Apply strategies for engaging and motivating others to maximize team performance
- Explore techniques for enhancing the performance of individuals on your team
- Demonstrate coaching techniques to empower others
- Examine methods for supporting teams through challenging situations
- Model how leaders use conflict resolution techniques to manage groups
- Discover strategies for developing inclusive teams to foster an environment of creativity and innovation
- Examine the role ethical leadership plays in high-quality decision making

4. What kinds of activities are included in this course?

DiSC® Assessment, facilitated discussion, lecture, and individual and group exercises
5. Are there prerequisites for this course?

Leadership and Management Skills for Non-Managers

6. Do I have to complete any prework for the course?

There is no prework required for this course.

7. Is this course applicable toward a professional certification?

This course applies toward the DoD FM Certification Program.

8. Does this course count for credit toward a Management Concepts Certificate Program?

This is a core course in the following program(s):
- Leadership Certificate Program (MLDP)
- Leadership Certificate Program

This is an elective course in the following program(s):
- Business Analysis and Requirements Management Master Track
- FFMCP Accounting Master Track
- Project Management Master Track
- FFMCP Financial Management Master Track
- Agile in Government Master Track
- Program Management Certificate Program
- IT Project Management Master Track

9. What credits do I earn by completing this course?

The following credits are available for this course:

NASBA CPEs: 24

NASBA Field of Study: Personal Development

NASBA Level: Basic

CEUs: 1.9
10. What course(s) do you recommend after I complete this course?

No Information Available.