



Management And Leadership

Advanced Management & Leadership Programme

Course Introduction

This Advanced Management and Leadership Program is designed to expose experienced senior leaders to the latest thinking in general management and leadership practices, and help them to transform their own leadership approach to successfully deliver responsible, sustainable growth for their organizations.

By attending this innovative and interactive course, you will learn what it is to be a 'true leader', recognize the importance of building your 'leadership legacy' and acquire skills to engage and influence others more effectively & you will be equipped with tools & techniques to maximize your leadership skills and your career to the next level. You will become a stronger leader who can design competitive strategies in a global context, promote continuous innovation, and overcome obstacles to growth.

Training Methodology:

This training course is designed to be interactive and participatory, and includes various learning tools to enable the participants to operate effectively and efficiently in a multifunctional environment.

This workshop will provide the participants with an in-depth learning experience through a variety of delivery techniques such as: Simulation-based Learning, Active Learning, Case Studies, Accelerated Learning, Role Plays, Game-based Learning, Blended Learning, Video-based Learning and Life Examples.

Target Audience

- CEO's
- Senior Managers
- Division managers
- Team leaders

Learning Objectives

By the end of this training course, participants will be able to:

- Apply the principles of true leadership which can build a worthy legacy
- Create and frame a powerful vision for personal, team and organizational direction
- Evaluate and employ communication techniques that motivate and engage employees
- Employ behavioural techniques which exert influence, ignite passion and generate enthusiasm
- Apply different leadership styles to successfully lead and motivate their employees.
- Empower employees through delegation.
- Build and manage winning teams.
- Manage self, time, and stress in a restless work environment.
- Apply new tools and techniques to improve decision-making and problem-solving
- Relate the role of the leader to that of a coach

Course Outline

• 01 Day One

Leadership & Management in a Dynamic, Global Environment

- Perceptions of Leadership
- Leadership is learning: the crucial experience
- Managerial leadership
- The leadership challenge: balancing strategy and culture
- Modern leadership and its impact on business

Leadership in Organizational Excellence

- Organization type and leadership development
- Traditional leadership Vs. Future Trends
- Building cultures of organizational excellence
- Role model leadership through personal execution
- Customer focused leadership

- Implementing a new culture: creating rich innovative pictures

Creating the future Vision

- The strangest secret and the biggest lesson
- How to harness the power of vision through visualization?
- Psycho cybernetics and its connection with vision
- Goal setting the key to making vision a reality
- Positive mental attitude, gaining power from a strong vision
- Vision timeline, mathematical coaching model

Advanced Strategic Planning

- The building blocks of a planning process
- The difference between Strategic Thinking and Planning
- The difference between incremental and innovation strategies
- Gain confidence in analyzing the external environment
- Tools to use to review internal capabilities
- The importance of aligning governance, culture and strategy
- What is meant by Knowledge Management
- Leadership qualities needed for delivering change

Responsibilities of Managers

- Managing for Competitive Advantage
- Roles and Responsibilities
- The Four Functions and Ten Roles of Management
- Skills Needed at Different Management Levels
- Common Mistakes Made by New Managers and Supervisors

Managing for Efficiency & Effectiveness

- What managers and leaders do and how they handle stress
- Gain confidence in budget setting and monitoring
- The key elements of managing people & performance
- The impact of allocating tasks, roles & responsibilities on productivity
- Determine how quality of services is set and communicated to employees

- McKinsey 7S model when used in combination with SWOT analysis

• 02 Day Two

Leaders as Change Agents: Why Change?

- Why organisations fail?
- The various types of change?
- Various phases of growth?
- Major established theories on change management and The comparison with each other
- What is the difference between leading and managing?

How Change Affects People?

- How do people respond to change?
- What goes through people's mind when they are confronted with change in different stages?
- How ideas spread and what does this mean for change management?

How Organisational Change Works?

- What are the 8 stages of change and what should you consider in each stage to maximise the likelihood of success?
- What are the principles of effective change?
- What are the common problems when managing changes that if neglected can seriously impact the change process?

Managing Resistance

- Why people resist change?
- How can you deal with this resistance?
- What are the techniques available to persuade people on change?
- How can you engage stakeholders considering their power and interest?

How to Manage Change?

- The critical three components of a change management programme
- Best Practices to manage and monitor employee skills and identify skill gaps

- Various options in filling these skill gaps ,what are each methods advantages and disadvantages?

Management Tools

- The tools used for brainstorming ideas on change and structuring plans and activities
- Tools to identify what works for change and what works against it
- Techniques to monitor the scope of change and If the plans are consistent and are applied at the right level

• 03 Day Three

Leadership & Management Building the innovative responsive environment

- Building an environment of innovation and improvement
- Understanding problems inherent with change and transition
- Leading others through critical change initiatives
- Developing a personal change plan
- Leadership in action: a personal intuitive approach
- Leadership review of essential qualities.

Sustainability through Innovation

- How to create a culture of innovation?
- How to engage your people to generate new ideas?
- Using affinity networks for innovation
- Using innovation to reduce costs

The Communicating Leader

- Communication: the leaders' essential tool
- Interpersonal, open communication is two-way
- Understanding how interpersonal communication preferences differ
- Communicating empowerment techniques in leadership
- Great leaders listen: active listening techniques
- Communicating and presenting with impact and passion
- Reflection, Review and Action Planning

Leadership and Trusting Relationships

- Successful interpersonal interaction develops leaders with trust
- Characteristics of a leader's interpersonal interaction
- Emotional intelligence: using emotions productively
- Individual strengths and challenges of each interpersonal styles
- Utilizing diverse interaction styles productively
- Building the capacity for trust

• 04 Day Four

Teams and Leadership

- What Makes a Team?
- Stages of Team Formation
- Teams Dynamics and Team Building
- Situational Leadership and its Application to Team Leadership
- Current Trends and Issues

Mastering the Art of Motivation

- What is Motivation?
- Myths about Motivation
- The Main Theories
- Current Trends and Issues
- Implications for Managers

Delegation

- What is Delegation and Why to Delegate?
- Root Causes of Poor Delegation
- Learning the Steps to Effective Delegation
- Empowering and Motivating Employees through Delegation
- The Do's and Don'ts of Delegation

Time and Stress Management

- Definition of Time Management
- Identifying Your Time Consumers – Activity Log
- Dealing with and Managing Your time Consumers

- Start Planning Effectively
- Using the Priority Matrix and To-Do-Lists
- Definition of Stress
- Causes and Symptoms of Stress
- Techniques and Approaches to Managing Stress

Problem-Solving and Decision-Making

- Tools and Techniques
- The Traditional Approach to Problem-Solving
- The Helicopter View
- The Ishikawa Fishbone Technique
- The How-How Technique
- The Do's and Don'ts of Brainstorming Techniques

• 05 Day Five

The Team Leadership Challenge

- Growing Popularity of Teams in Organizations
- 21st Century Team Definition
- Skills of Effective Team Leaders
- Characteristics of Effective Team Leaders
- Developing Leadership Skills
- Leadership Styles: Self Analysis
- Techniques for Increasing Team Effectiveness

Leading without a “Rope”: Coaching, Counseling and Mentoring

- Definitions and Applications
- Difference between Coaching, Counseling and Mentoring
- Coaching Core Competencies
- The Competency Iceberg
- Critical Factors in Coaching
- The “TGROW” Model of a Super Coach
- Benefits of Coaching

Mentoring

- Birth, Growth, Maturity, Conclusion
- Contexts in which Mentoring Is Used
- Characteristics of Mentors and Mentees
- The Benefits of Mentoring
- Difference between Mentoring and Coaching
- Traits Shared by Successful Leaders
- How these Traits Relate to those of a Coach?

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
May 5, 2025	May 9, 2025	5 days	4250.00 \$	UAE - Dubai
July 14, 2025	July 18, 2025	5 days	4950.00 \$	England - London
Dec. 15, 2025	Dec. 19, 2025	5 days	4250.00 \$	UAE - Dubai