

4 day Advanced Leadership programme Taking your leadership to the next level

**NEW
FOR
2020**



Includes course file and all course notes



Lunch & all refreshments included



Certificate of attendance



£750+vat per delegate (members)

£850+vat per delegate (non-members)

Our new 4 day Advanced Leadership programme is ideal for those who have completed our Executive Leadership and Management 8 day programme and for those more senior in the business or recently appointed to a management leadership position.

20

FEB/20

DAY 1 CREATING A RESPECTFUL WORKPLACE

19

MAR/20

DAY 2 TIME & DEMAND MANAGEMENT

23

APR/20

DAY 3 MANAGING STRESS AND BUILDING RESILIENCE

28

MAY/20

DAY 4 PERSUADING INFLUENCING AND NEGOTIATING



**EAST LANCASHIRE
CHAMBER OF COMMERCE**

Red Rose Court, Clayton Business Park,
Accrington BB5 5JR

To book your place on our brand-new exciting Advanced Leadership programme contact **Linda Jamieson** on **01254 356443** or email **l.jamieson@chamberelancs.co.uk**

THE PROGRAMME

📅 20TH FEBRUARY 2020

DAY 1 CREATING A RESPECTFUL WORKPLACE

01

The aim of this workshop is to provide you as a leader with the opportunity to explore and discuss issues and behaviours that effect the environment in which you work. It provides you with an opportunity to explore negative and positive behaviours and their impact on the business, teams and individuals. It also explores the leaders & manager's role in Role Modelling desired behaviours and attitude and provides transferable skills and valuable tips and techniques on preventing and/or handling unacceptable behaviour.

Specific workshop objectives available on request

📅 19TH MARCH 2020

DAY 2 TIME & DEMAND MANAGEMENT

02

Time Management is having the ability to reflect on your current approaches to managing your time and learn about steps you can take to become even more effective. The greatest asset we have is our time and personal effectiveness is directly proportional to the degree in which we manage our time effectively. This highly engaging day will look at the practical ways in which barriers to time can be overcome.

📅 23RD APRIL 2020

DAY 3 MANAGING STRESS AND BUILDING RESILIENCE

03

Pressure is something we all encounter and handle in different ways. What is pressure for one person may not be for the next. Stress means different things to different people and can be described as an "increase of demands over resources".

What you feel is determined not just by events and changes in the outside world, but how you perceive and respond to them. It is important that you learn to recognise your own responses to stress and, if necessary, develop skills to deal with it.

We are all resilient to varying degrees, yet everyone can become even more resilient.

This workshop explores our reaction to pressure and resilience and also shares practical ways that we can build resilience in ourselves and others.

📅 28TH MAY 2020

DAY 4 PERSUADING INFLUENCING AND NEGOTIATING

04

"Influence is the capacity to have an effect on the character, development, or behaviour of someone or something, or the effect itself"

A very valuable workshop looking at these important 3 elements of leadership.

Influence is something that everyone has. Some influence people unintentionally and others influence people intentionally. Those with a greater degree of self-awareness are able to identify how they are perceived by other people and how to change those perceptions when necessary. This is a key leadership skill when your aim is to influence people in specific ways.

Persuading involves being able to convince others to take appropriate action. Negotiating involves being able to discuss and reach a mutually satisfactory agreement. Influencing encompasses both of these.