

# Leading yourself and leading others

## Intensive Strategic Intervention

### What is Intensive Strategic Intervention?

You can become a courageous leader! A courageous leader is both people oriented and results oriented.

Courageous leaders connect with people, mobilise them to action and deliver exceptional results.

You can learn to become a courageous leader and create an organisation with a positive and constructive environment.

Our program will teach you how, but first the **change starts with YOU!**

### How our program works

#### Step 1 - Integrity and Values profile

Prior to the first workshop you will complete an Integrity and Values profile and receive a two hour face to face feedback session. This will provide an insight into who you are as a leader. The workshops and coaching sessions will build on these insights and enable you to make the most of your strengths.

#### Step 2 - 4 full day workshops

Our program includes 4 full day workshops (held over 4 months). These have been designed to provide maximum learning opportunities, catering for all styles of learning. Workshops are interactive, jam-packed with activities, exercises and group processing and facilitation of participant issues.

#### Step 3 - 4 hours face to face individual coaching

You receive 4 hours face to face coaching with Shirley. Shirley will work with you to integrate your learnings and support you through the process.

#### Step 4 - Mastermind Group Meetings

You will also participate in 2 Mastermind group meetings where you can access the wisdom and experience of your fellow participants. Ask for and give advice on issues raised at the meetings. This is an invaluable opportunity to access your brains trust.

*The key to becoming an effective leader is not to focus on making other people follow, but on making yourself the kind of person they want to follow. You must become someone others can trust to take them where they want to go.*

*John C Maxwell - Author*

### Why take our program?

- Better understand yourself and your people
- Positively interact with your team
- Use the language of leadership
- Delegate more easily
- Motivate and lead yourself and your team to achieve better results
- Discover what gets in your way and what you can do about it
- Develop greater self awareness
- Gain clarity, focus and commitment, translating into a bigger bottom line
- Improved productivity
- Improved relationships (at work and at home)
- Get your life back

*The tools you learn with us will last a lifetime.*

*“Out of 10,000 people I know, I chose Shirley to provide professional development for my executive team. Why? Because I knew Shirley would deliver exactly the outcomes I wanted. Shirley did a brilliant job.”*

**Glenn Kirkwood**

Executive Director  
BNI – Team

## Workshop Agenda

### Day 1

Introduction

How We Learn

Introduction to 8 Basic Skills

- Self awareness
- Personal responsibility
- Authentic disclosure
- Empathetic listening
- Reducing fear & anxiety
- Resolving conflicts
- Handling values collisions
- Planning and meeting personal goals

Four Behaviour Types

Team behaviour and how to improve your team

How to actively listen

How to ask for what you want

*The course totally refreshed & rebuilt my understanding of leadership in the 21st century. I feel better equipped to lead than I have ever felt before. I have a toolbox of techniques, together with practice, skills & experience in leadership that I can access & use every day.*

### Darren Burrowes

Engineering Director  
ATSA Defence Services

### Day 2

Day 1 Review & Homework

Behaviour Window

Roadblocks to Communication

The Language of Leadership

How to Speak Assertively

10 Blind Spots of Leaders and what to do about them

Developing High Performance Teams

### Day 3

Day 1 and 2 Review & Homework

How Society Works

3 Styles of Management

Leaders are Action Takers

Knowing who I am and how this impacts on others

Understanding Values Collisions and what to do about them

### Day 4

Day 1, 2 & 3 Review & Homework

Understanding & Using Power

The Roles we Play

The Process of Change

From Dependence to Interdependence

The Courageous Leader Emerges

## How to enrol in our program

Program Package includes:

- Four days of small group facilitation, training and workshop (23<sup>rd</sup> February/22<sup>nd</sup> March/19<sup>th</sup> April/17<sup>th</sup> May 2012)
- 2x 2 hour 1:1 executive coaching
- 2x 2 hour membership to a Mastermind Group
- Resource pack
- Train-the-Trainer material to share what you learn in your business
- Integrity and Values Profile – 2 hour individual feedback session (find out what's holding you back)

Investment \$4,980 (inc GST)

Payment options (tick preferred method)

- Pay in full – \$4,980 (inc GST), or
- Instalments – Deposit of \$1,000 and four easy monthly payments of \$1,050 (Processed 1<sup>st</sup> of each month. Total fee \$5,200 inc GST)
- I understand that this program, once commenced, is non-cancellable and that no refunds will be provided. I commit to attending all workshops in full.

Name:	
Company	
Address:	
Phone:	Mobile:
Email:	

Please charge my Visa/Mastercard (please circle)

Name on Card: \_\_\_\_\_

Card Number: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Expiry Date: \_\_\_\_\_/\_\_\_\_\_ CVU: \_\_\_\_\_

Signature: \_\_\_\_\_

or

- I have transferred \$\_\_\_\_\_ into the account of Dalton Business Systems BSB: 082637 Acct No: 829745784

Fax or email your registration form to Dalton Business Systems (02) 49 209 042 or [shirley@daltonbusinesssystems.com.au](mailto:shirley@daltonbusinesssystems.com.au). For more information, call Shirley on (02) 49 209 808. A tax invoice will be issued on receipt of payment.

Workshop Dates 2012:

Charlestown  
8.30 am to 5.30 pm

Thursdays  
23<sup>rd</sup> February/22<sup>nd</sup> March/19<sup>th</sup> April/  
17<sup>th</sup> May 2012