



# LEADERSHIP ESSENTIALS

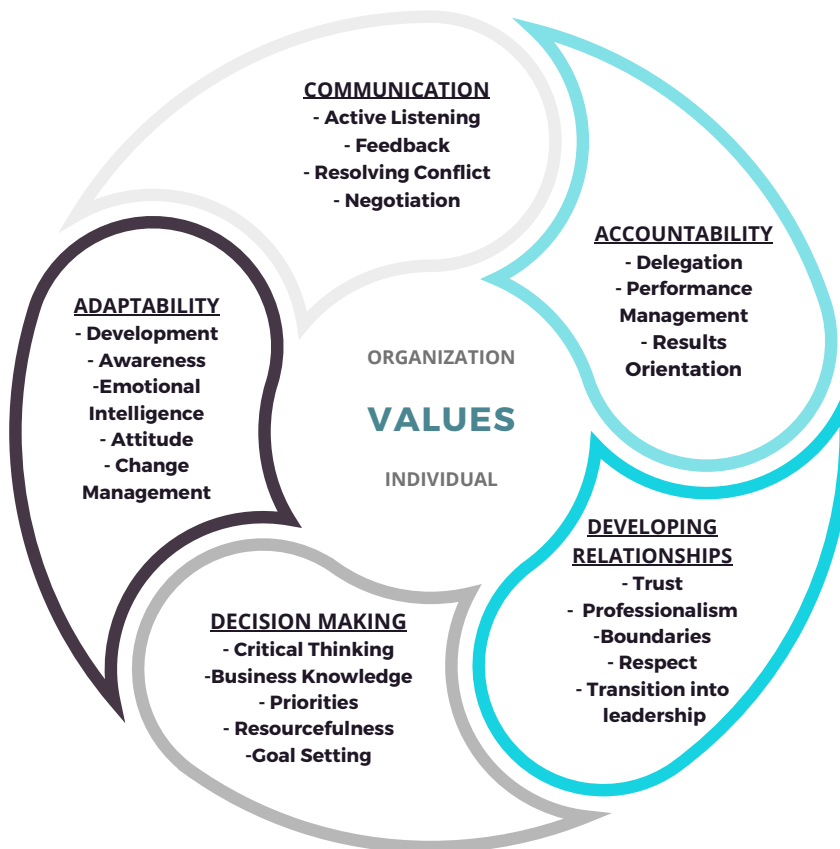
**Leadership Development  
Training Overview**



# LEADERSHIP ESSENTIALS

## Overview

Leadership Essentials is a hands-on, three-part workshop focused on the learning and development of effective leaders. The goal of the program is for learners to gain an understanding of effective leadership, develop and apply these necessary skills to their organization, and commit to continuous improvement for ongoing development.



## Takeaways

- Increase Engagement and Motivation
- Reduce Employee Turnover
- Development of Key Leadership Competencies
- Gain practical skills to have Difficult Conversations
- Improve Organizational Culture
- Support Development and Succession Plans for Long Term Growth
- Support Diversity and Inclusion



# LEADERSHIP ESSENTIALS

## LEVEL 1

Leadership Essentials is to be completed in a classroom and self study with access to 360 Feedback tool, self-study assignments, and resources. Training includes 21 instructional hours of the following modules:

### 360 Review Tool Access

#### Module 1: Self Aware Leader

- Organizational and Individual Values
- Self-Awareness
- Impacts of Effective Leadership
- How to ask for Feedback
- Emotional Intelligence
- Leadership from Within
- Self-Assessment

#### Module 2: Leadership Development

- Key Leadership Competencies and Application of Leadership Fundamentals
- Developing Yourself and Others
- Creating and Implementing Development Plans
- Fostering Connection on your Team

#### Module 3: Communication Essentials

- Active Listening
- Communication Skills
- Conflict Styles
- Giving and Receiving Feedback
- Interest Based Conflict Resolution

#### 1 on 1 Review

- Review of 360
- Review of Individual Development Plan

**Assessment  
Tools &  
Individual  
Development  
Plan**

**Access to  
Leadership  
Resources**

**Hands on  
Facilitator Lead  
Workshops**





## Grant

Potentially receive up to 2/3rds of grant funding  
Course has been successfully approved for past participants for the Canada -Alberta Job Grant

## Investment

Training cost per Participant (includes cost of development of client specific material, venue, delivery of training, course material handouts, and certification of completion) is \$ 1,900 plus GST.

## Course Dates

May 16  
May 23  
May 30  
9:00 am - 4:00 pm

## Lead Instructor

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Course instructor is Sara Hurtubise, Director of Lakeland HR Solutions. Sara is a Certified Professional in Human Resources (CPHR) with a Bachelor of Commerce with a Human Resources Management Major and Minor in Business Law. Sara utilizes her education and her over 15 years industry experience to guide learners through a systematic approach in development of their leadership essentials.

Training also includes a team facilitator approach to support the hands on workshop activities.

