MAXIMIZING YOUR LEADERSHIP POTENTIAL

First-time and front-line managers don't have it easy. Making the shift from successful individual contributor to effective manager can be tricky — and getting the best performance out of others is an ongoing challenge. First-level managers and supervisors are working through key leadership challenges, in their day-to-day work. They seek better ways to:

- **Lead a team.**
  Being "in charge" is different than being a contributor.

- **Get the work done.**
  New skills are needed to get results through others.

- **Deal with conflict.**
  Interpersonal issues and disagreements can jeopardize teams, departments and projects.

- **Solve problems.**
  Bigger, more complicated issues are part of the job.

**What Will I Learn?**

Four key competencies are vital to all leaders, but play out in unique ways when leaders step into this role:

- **Self-awareness**
- **Learning agility**
- **Communication**
- **Influence**

Through assessment and feedback from peers and instructors, participants gain a detailed picture of their personal strengths and challenges. In small groups, they learn practical tactics and begin to strengthen key skills. With guidance from a coach, they create a plan for immediate action and identify longer-term goals.

**Maximizing Your Leadership Potential is for**

**Front-line Managers:**

- Managers and supervisors of individual contributors.
- First-level managers who are facing new pressures.
- People who have been recently promoted to a management role.

**Quick Facts:**

- **Date:** December 3-5, 2014
- **Length:** 3 days
- **Location:** Summit Executive Center
  205 N. Michigan Avenue
  Chicago, Illinois
- **Tuition:** $4,200

**By applying the lessons of Maximizing Your Leadership Potential, managers will be able to:**

1. Increase commitment and engagement to improve team effectiveness.
2. Build and strengthen relationships in ways that allow for better performance, effective delegation and contribution of others.
3. Find constructive responses to conflict by understanding self and others.
4. Adjust their leadership style and draw on others to understand and solve problems.
Maximizing Your Leadership Potential helps first time and front-line managers address their specific leadership challenges and achieve results by leading others.

Prepare:

Detailed, personal leadership assessments allow Maximizing Your Leadership Potential to be tailored to participants’ needs. Pre-program assessments provide:

- Insights to broaden leadership perspective.
- A detailed picture of leadership strengths, behaviors and preferences.
- Clarity about development needs.
- A foundation for significant personal and professional growth.

Engage:

Before the program week, participants, plus selected direct reports, peers and superiors, complete several web-based surveys, including a customized multi-rater assessment of 13 critical leadership competencies for first-level leaders.

- For three days, participants are focused on the skills that will help them achieve the results they need back in the workplace. Led by highly qualified faculty, Maximizing Your Leadership Potential is a safe – but challenging – context for learning, practice and goal setting. The week includes:
  - A focus on a current, key leadership challenge to connect leadership lessons to real issues.
  - Experiential activities and practice sessions tailored to provide deeper learning.
  - Faculty and peer feedback to provide insight, suggestions and support.

Apply:

After the Maximizing Your Leadership Potential program ends, participants apply and sustain their learning with a package of resources. Ongoing support includes:

- One 45-minute phone coaching session with a certified CCL coach.
- A job aid to help participants utilize tools introduced in the program.
- Access to eLearning designed to reinforce lessons from the program, including courses, books, podcasts, articles and quick-reference checklists and tools.
- Optional, fee-based learning and support, such as extended coaching engagements, additional eLearning packages and custom initiatives to connect individual development to organizational needs.