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بروجاكس للتدريب والتطوير
Projacs Training and Development

The Power of Leadership – Leading to Maximize Performance

أفضل الممارسات
لتفعيل الأداء والانجاز في الإدارة والقيادة

20 – 24 January 2020

Kuala Lumpur / Malaysia

A Member of:



PROJACS ACADEMY



ProjacsAcademy.com



Introduction

This program offers an extensive training on Confident Leadership in the 21st Century. This workshop will provide the most comprehensive training on leadership effectiveness with his/her followers in formal organizations with practical suggestions for improving leadership skills. It introduces The Nature of Leadership, The Nature of Managerial Work, and Perspectives on Effective Leadership Behavior.

Participative Leadership, Delegation, and Empowerment, Managerial Traits and Skills Theories of Effective Leadership, Leading Change in Organizations, Leadership in Teams and Decision Groups, Strategic Leadership by Top Executives and Developing Leadership Skills.

Participants will brainstorm and work together in order to better understand and apply the concepts of leadership, management, and organization structure. It will also help participants to update and develop their knowledge, skills and attitude through several case studies, videos, valuable exercises and group think activities that will be assigned to them during this workshop.

This seminar is expected to improve the participants' know-how and core competencies in area related to conducting business and taking decisions that will lead to improve leadership and management skills. By the end of this program, the participants will have a better understanding of how to lead people using best practices in a way to improve the structure of their organizations. Valuable tips will be offered to participants to improve their work performance and to efficiently their companies' resources.

Objectives

- Confident Leadership
- Situational Leadership Theory
- Strategies and tools to overcome 21st Century challenges
- To become a more Effective Leader
- To develop Effective Communication Skills and appreciation of the inter-functional coordination necessary for quality service.
- To learn different Leadership Styles and how to deal with it.
- To learn the importance Followers
- Multi culture and Leadership
- Creative Leadership
- Innovative Leadership
- To become a better Leader in the 21st Century

Who Should Attend?

We expect the target audience to represent the management as well as the top-management levels of the companies. However, any person who has an interest to develop his/her skills in these specific areas is eligible to attend this program. Beside;

- Top Management
- Marketing Managers
- Sales Managers
- Operations Manager
- Finance Manager
- Human Resources Manager

Course Outline

Day One

- What is Leadership Today and in the 21st Century.
- Confident Leaders
- Followers Trust in Leaders
- Creative Leadership
- Innovative Leadership
- Strategic Leadership
- Organizational Culture

Day Two

- The Nature Of Leadership
- The Nature of Managerial Work
- Effective Leadership
- Change Management
- Productive Performance Leadership
- Delegation and Empowerment

Day Three

- Organizational Behavior
- Multi Culture
- Diversity
- Effective Communication
- Leadership in Teams
- Leadership in Decision Groups

Day Four

- Leadership Styles
- Developing Leadership Skills
- Problem Solving and Leadership
- Competent Leadership
- Leadership Dimensions
- Leadership in the 21st Century

Day Five

- Leadership Dimensions
- Charismatic Leadership
- Supportive Leadership
- Critical Thinking
- Knowledge Management
- Emotional Intelligence
- The Habits of Highly Effective Leaders and Managers

Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- Each participant receives a binder containing a copy of the presentation slides and handouts
- Post-assessment

Program Support

This program is supported by interactive discussions, role-play, case studies and highlight the techniques available to the participants.

Schedule

The course agenda will be as follows:

- | | |
|---------------------|------------------|
| • Technical Session | 08.30-10.00 am |
| • Coffee Break | 10.00-10.15 am |
| • Technical Session | 10.15-12.15 noon |
| • Coffee Break | 12.15-12.45 pm |
| • Technical Session | 12.45-02.30 pm |
| • Course Ends | 02.30 pm |

Course Fees*

- **2,950USD**
**VAT is Excluded If Applicable*

مقدمة

هذه الورشة تقدم تدريباً مكثفاً في القيادة الابتكارية والإبداعية في القرن 21. و أدوات وتقنيات حل المشكلات مع أنماط مختلفة للقيادة وأتباع المجموعات، وتشمل أنواع المشاكل والحلول الفعالة بما في ذلك الوفد، والتمكين، والصفات والمهارات الإدارية ونظريات القيادة الفعالة، وقيادة التغيير في المؤسسات، والقيادة في الفرق ومجموعات القرار، والقيادة الاستراتيجية.

الاهداف

- ما هي القيادة الإبداعية؟
- ما هو الابتكار وأهميته في الأبعاد القيادة في المستقبل
- التفكير الناقد
- أساليب حل المشكلات
- تقنيات صنع القرار
- لتصبح زعيماً أكثر فعالية
- تطوير مهارات الاتصال الفعال وتقديره للتنسيق بين الإدارات الفنية اللازمة لجودة الخدمة
- لمعرفة أنماط القيادة المختلفة ، وكيفية التعامل معها
- موضوع الثقافة والقيادة
- تصبح أفضل قائد في القرن 21

الحضور

- الإدارة العليا
- مدراء التسويق
- مدير التمويل
- مدير الموارد البشرية