



Leadership Training for New Partners

1. Overview

Three Sections

Day1

Leadership-roll of the partner

Day2

Communication

Day3

Strategic planning

2. Books

"The 21 Indispensable Qualities of a Leader" by Maxwell

"Management Challenges for the 21st Century" by Drucker

"Leading Change" by Kotter

"First Break All The Rules" by Buckingham and Coffman

"Winning" by Welch

"Where did all the Leader "Go Iacocca

Section One Leadership

3. Leadership

What do famous leaders have in common?

Behaviors of Successful and unsuccessful leaders in your firm

4. Leadership - process by which leaders guide and develop themselves and others by communication and taking action during change.

5. General Questions

LEADERSHIP what does it represent

6. John Kotter

Define what the future should look like, aligns people with that vision, and inspires people to make it happen despite the obstacles

7. Leadership by adaptation

Vision: where are we headed



Clearly define the job: set stretch goals

Open Communication: open communication in all directions – up and down and across the organization

Accountability for Results: in the end, it's performance that counts. YOU are responsible for results

8. Be Visible: make a point of getting out of your office and talking to the people who work for you; meet people

Performance: employee performance; give employee credit

Be a Role Model: employees respond more to your actions than to your rhetoric. Lead by example.

Change: changing business; needs ask for input

Work Environment: open trusting, respectful and honest work atmosphere

9. Examples leaders

Carly Fiorina

Jack Welch

Walt Disney

Angela Merkel

10. What does the book good to Great teach us?

Make the organization more successful for the next generation

Know that we created a strong company

Want my successor to be better and greater

NO ME it's WE



11. Style of leadership

- Directing
- Coach
- Participate
- Empower

12. Six dimensions of leadership

13. Leadership Develop

Passive –active

Dependent –independent

Few- many ways of interacting

Smaller- larger perspectives

Subordinate -super ordinate

Lack of awareness- awareness

14. Development as a leader

What are you doing to develop as a leader?

Section Two Communication

15. Communication

The application, demonstration and expression of your knowledge through verbal and non-verbal expression

16.

Effective Listening

Time, understanding, stress, business environment, people and different styles

17. Don't dump information

18. Present at the listeners' pace of understanding

19. Make a connection with each person

20. Shape information from general to specific



21. Four Styles of Communication

- Blunt
- Sincere
- Influencer
- Detailed

22. Communication that Influences

Goals

Issues

Strategy

Phrasing

23. Communication in Action

Adapt your style

State the goal

Listen

Ask

Focus on benefits

24. Meeting Agenda

25. Email Format

Summary

Section 3 Strategic Planning

26. Introductions

Development of the plan

Ability to plan

Question

27. Ability to plan

Future behavior

Response

Decision-making and self-development

28. Planning Process

- Background
- Reason for the plan
- Comparison
- Implementation

29. Planning Process

- Situation
- Goals
- Strategy
- Implementation
- Achievement

30. Defining the plan

Decision –making

Now

Risk

Hazards and opportunities

Control

31. Present Future Model

Present Future and Gap analysis

32.

Simplified Strategic Process

- Goals
- Action
- Participation
- Results

33. Things to avoid in your plan

no:

- goals
- input
- implementation
- successes
- compliance



- leadership

34. Operational Tactics

- Decisive
- Strategic action
- Tactical actions

35. Follow up actions

- What's being worked on
- Significant
- Experiences
- Change

36. Decision

Making Choices

Equation

37. Summary

Are you becoming the best version of you?