

## Managerial Leadership

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**Version:** 1

**Course Length:** 1 day (6+ hours)

**Audience:** Students interested in learning managerial leadership skills

**Prerequisites:** None

**What's in Managerial Leadership:**

Leadership is essential to all organizations' success. This manual is designed for students who need to learn about leadership and the importance of managing it. The open, modular-style manual is designed for quick scanning in the classroom, and is filled with interactive exercises that will allow students to explore the intricacies of Managerial Leadership.

**Objectives:**

- Identify a leader and the role of leadership. Define the vision of an organization.
- Communicate and gain support for the organization's vision. Learn how to implement the organization's vision.
- Identify and communicate the process of change and the benefits of change.
- Determine and strengthen leader and employee roles. Align and evaluate employees priorities and performance.

### Topic-Level Outline

#### Unit 1 : Leading with a vision

*Topic A: \* Role of leadership*

A-1: Understanding differences between a leader and a manager

A-2: Identifying a leader

*Topic B: \* Vision*

B-1: Defining a vision

B-2: Analyzing a situation

B-3: Writing a vision statement

*Topic C: \* Goals*

C-1: Setting goals

#### Unit 2 : Making vision a reality

*Topic A: \* Communicate and support vision*

A-1: Communicating effectively

A-2: Gaining support and empowering employees

*Topic B: \* Implement vision*

B-1: Implementing vision

#### Unit 3 : Defining employee roles and priorities

*Topic A: \* Employee roles*

A-1: Understanding roles of a leader

A-2: Understanding role of an employee

A-3: Empowering an employee

*Topic B: \* Employee priorities*

B-1: Aligning employee priorities

B-2: Evaluating employees' performance

B-3: Providing feedback to employees

#### Unit 4 : Employing motivational strategies

*Topic A: \* Employee motivation*

A-1: Understanding guidelines

*Topic B: \* Employee apathy*

B-1: Identifying hindrances

#### Unit 5 : Planning for change

*Topic A: \* Change process*

A-1: Understanding the Awareness phase

A-2: Understanding the Achievement phase

*Topic B: \* Communication*

B-1: Informing employees

B-2: Communicating change

B-3: Understanding benefits of change

#### Unit 6 : Motivating employees through change

*Topic A: \* Motivate employees through change*

A-1: Acting as a role model

A-2: Understanding guidelines to motivate employees through change

A-3: Solving problems during change

*Topic B: \* Resistance and conflict*

B-1: Resolving conflict

#### Unit 7 : Coping through a change process

*Topic A: \* Effects of change*

A-1: Understanding workplace changes

A-2: Identifying the sources of stress

*Topic B: \* Failures and mistakes*

B-1: Dealing with mistakes