

Presenting . . .

THE PERFORMANCE LEADERSHIP SERIES

Developing Front-Line Leadership Skills

Series Facilitator: Judy Hartley

Now Offering Two Very Special Incentives:

- 1. Register 3 or more participants and tuition drops by \$300/person!***
- 2. Complimentary “1-on-1” leadership coaching session with HPA leadership coach, Julie A. Berg***

The Performance Leadership Series applies content, adult learning methods, and participant interaction specific to the key competencies of effective leadership, including:

- **Providing effective work direction to others**
- **Motivating and developing others**
- **Managing conflicts that arise in the workplace**
- **Fostering teamwork and problem solving**
- **Interviewing, selecting, and onboarding new employees**
- **Coaching employees to reach, and sustain, higher levels of performance and job satisfaction**

The Performance Leadership Series ensures participants learn and take-away the skills and tools – plus the “why” behind them – for handling all aspects of supervision critical to *getting work done through others*.

Who Should Attend?

- **Supervisors / Managers accountable for managing one or more individuals.**
- **Supervisors / Managers new to their leadership position.**
- **Supervisors / Managers who have never received formal leadership training.**
- **Managers who are seeking foundational tools and/or a refresher course on the skills and techniques for effective front-line and middle-level leadership.**

Program Design and Performance Improvement Assessments

This skills development and performance improvement program is taught in a classroom setting, delivering 10 interactive course modules over a 5-month period. It utilizes an effective range of learning experiences and processes, including assessments, instructor-led presentations, large and small group discussion, case studies, in-class skill practice, and application assignments to help participants transfer learning back to their jobs.

Series Assessments Include:

- Performance Leadership Assessment (*Self and Manager's Perspective*)
- Social Styles Profile (*Online*)
- Team Performance Profile (*Online*)
- Time Management Assessment (*In class*)
- Conflict Management Assessment (*In class*)

THE PERFORMANCE LEADERSHIP SERIES

Developing Front-Line Leadership Skills

Fall – Winter 2009-10

Location: *The Colonnade Building*
5500 Wayzata Boulevard
Golden Valley, MN 55416
(NE Corner of I-394 and Park Place/Xenia)

Series Facilitator: *Judy Hartley*

“1-on-1” Leadership Coaching: *Julie A. Berg*

Time: 8:30 a.m. to 4:30 p.m.

Class Schedule: All Sessions Are on Tuesdays

Date

1. Role of the Leader	October 20, 2009
2. Style Awareness and Versatility	November 3, 2009
3. Conflict, Communication, and Collaboration	November 17, 2009
4. Individual and Team Time Management	December 8, 2009
5. Impact Hiring	December 22, 2009
6. Effective OnBoarding and Laying the Foundation for Success.	January 12, 2010
7. Employee Performance Management and Coaching	January 26, 2010
8. Maximizing Team Performance	February 9, 2010
9. Customer-Focused Problem Solving and Process Improvement	February 22, 2010
10. Project Management <i>and Graduation</i>	March 9, 2010

Please Note:

- Morning and afternoon refreshments will be provided.
- Lunch is not included, but participants will have a one-hour lunch break, on their own.
- Dress code for all class sessions is business casual.
- Participants are required to attend all classes to graduate.
- Cost for the complete series (including all assessments) is \$3,150 per participant.
- **Special Incentives:**
 - Register 3 or more participants and the cost per participant drops to \$2,850.
 - Complimentary “1-1” leadership coaching session with Julie A. Berg.

To Register, Please Contact: Bob Hanson at (612) 860-5358

Email: BobH@HansonPerformanceAlliance.com

