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Leading Self
for
Effective Execution
PROGRAM

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The company's current challenge is rooted in a noticeable deficiency in effective self-leadership skills among individuals, which directly impacts the organization's overall performance and productivity. This deficiency manifests in individuals facing hurdles when setting clear goals that align with the company's strategic objectives, managing their time efficiently, and effectively navigating unforeseen challenges with adaptability and resilience. Consequently, decision-making processes become sluggish, hindering the timely execution of tasks and projects. Moreover, the lack of a supportive organizational culture that values self-leadership exacerbates these issues, creating an environment where productivity is further diminished, and obstacles to effective problem-solving persist. As a result, the company experiences increased operational inefficiencies, missed opportunities for growth and innovation, and heightened risks to its competitiveness and long-term success in the market.

In this training **Leading Self for Effective Execution** you'll delve into an array of transformative concepts and practical methodologies tailored to elevate your self-leadership abilities. Through engaging workshops and insightful discussions, you'll uncover strategies to maximize productivity, prioritize tasks effectively, and overcome common challenges with resilience and agility.

Objectives

This program will empower participants to:

- Enhance participants' grasp of execution principles for productivity, executives will learn to turn goals into plans, manage time, prioritize tasks, and overcome execution challenges.
- Empower participants with self-leadership, concepts like self-awareness, regulation, motivation, and resilience will be explored, enabling executives to take ownership of their actions and outcomes.
- Equip participants with goal-setting skills, they'll learn to establish SMART goals aligned with priorities and track progress for achievement.

Who Should Attend?

- Junior Executives
- Managers, Supervisors
- Professional in cross-functional roles
- Anyone seeking to enhance their self-leadership skills and drive impactful results in their work.

Learning Outcomes

- Master execution strategies for turbocharged productivity and impactful results.
- Unlock personal empowerment through self-leadership, shaping your career journey.
- Set compelling goals for focused, impactful endeavors.
- Discover time management secrets for maximizing potential.
- Enhance decision-making and problem-solving skills for seamless execution and triumph.

Program Outlines (2 Days)

MODULES (Day 1)

1. Understanding Effective Execution to Optimize Productivity

Gain insight into the overview, key components, benefits, challenges, and obstacles of effective execution strategies, enabling optimization for organizational success.

2. Exploring Self-Leadership for Personal Empowerment

Participants will learn about self-leadership, including the R.I.S.E concepts, the significance of self-awareness and self-management, and how to assess their personal SWOT.

3. Setting Clear Goals and Objectives to Maximise Focus

Understanding goal setting and SMART goals, aligning personal goals with organizational objectives, and developing a personalized goal-setting plan offer benefits such as enhanced productivity and clarity of purpose.

4. Optimizing Time Management and Prioritization for Meaningful Impact

Acquire insights into key concepts and principles of time management, learn the ten core techniques for effective time management, and master prioritizing tasks and activities using the MoSCoW method, optimizing productivity and efficiency.

MODULES (Day 2)

Explore decision-making models and factors influencing decisions, use Ishikawa diagrams for problem-solving, make sound judgments, and navigate uncertainty, enhancing decision-making for better outcomes.

5. Seamless Execution with Decision Making and Problem Solving

Explore the role of clear communication, utilize CARES and ENGAGE techniques, develop active listening skills, build trust and rapport, and employ conflict resolution strategies to enhance teamwork and collaboration.

6. Connect Through Communication and Collaboration

Gain insights into the significance of adaptability, acquire resilience methods, cultivate flexibility approaches, welcome change, and effectively handle uncertainty.

7. Navigating Challenges with Adaptability and Resilience

Understand accountability's role in trust and transparency, take ownership of tasks, track progress using tools, employ strategies for personal accountability, and maintain momentum for delivering results.
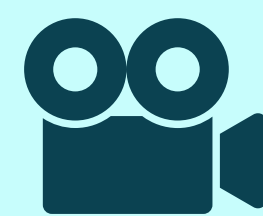
8. Taking Responsibility for Results Delivery

Methodology
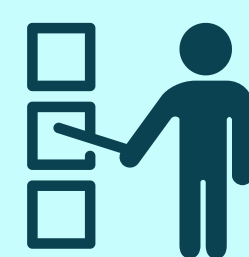
- Interactive lecture
- Video and debrief
- Skill Practise
- Action Learning
- Group facilitation
- Q & A related to real work issues

Mode of Delivery

- Physical Classroom
- Virtual