



**QUEEN'S
UNIVERSITY
BELFAST**

**WILLIAM J. CLINTON
LEADERSHIP INSTITUTE
AT RIDDEL HALL**

ASPIRING LEADERS PROGRAMME



**SHAPING
A BETTER
WORLD
SINCE 1845**



Aspiring Leaders Programme

The **Aspiring Leaders Programme** develops talented first time managers equipping them with the essential leadership skills required to succeed in today's business world.

The move from being an individual contributor to being responsible for others is a difficult transition. This highly interactive programme is designed to equip you with the tools and skills you need to be an impactful and effective leader capable of leading and developing a high performing team.

What will you get out of the programme?

Self-Confidence

Know what you can contribute. Be more confident in your ability to deliver results.

Leadership Skills

Manage time and tasks effectively. Get the best performance from your team members.

Networking

Expand your network with like-minded managers from a diverse range of sectors and backgrounds

Expanded Toolkit for Moving up the Career Ladder

Access to quick reference checklists and tools that you can use every day.

Influencing Skills

Influence, manage and co-ordinate colleagues.



What does the programme provide?

MODULES

Launch – Introduction to the programme

Module 1 – Understanding Self

Define your personal brand... what makes you unique. Learn more about yourself, who you are as a leader, how to maximise your strengths, and minimise your weaknesses. Practise techniques to build self-confidence allowing you to be more impactful in your role.

Module 2 – Working with Others

Examine the challenges of moving from an individual contributor to achieving results through others. Develop skills to motivate and influence people around you. Experience a series of 'how to' sessions which will equip you with practical skills that you can implement immediately back in the workplace.

Module 3 – Getting Things Done

Explore how to be more productive in your work life. Learn how to be more skilful in your ability to prioritise tasks and get results through a series of 'how to' top tips and checklists. Discover ways to build personal resilience in our "always on" work environment.

Post-Programme

Three learning boosters. When the formal programme ends, you can continue to sustain your learning with the Leadership Institute.

Who is the programme for?

Individuals of high potential who are in their first time managerial position. In particular, this course is suited to front line project or team leaders.



How will you be supported throughout the programme?



Your programme director and facilitator will work with you to maximise your learning using a suite of high impact experiential activities, skills building exercises and practice.



This programme has been designed to help develop and embed the new skills and behaviours required to be a more impactful leader. After each class-based module, the delegate will commit to actions they will take back into the workplace. These are reviewed and shared with the group at the beginning of the next module.



Your learner group will provide support for your learning through sharing experience, insights, suggestions and feedback.



Our Virtual Learning Environment will provide access to useful links, information and practical checklists that you can use back in the workplace.



Learning will be supported through practical guides, toolkits and simulations.



We continue to support the learner after the programme with a series of post-programme 'Learning Boosters'. Learning Boosters are a series of carefully crafted learning interventions which will be delivered regularly to the learner throughout the year. They are designed to keep the learning front of mind and come with practical activities to test and apply the learning in the workplace.

Transforming high performing managers into tomorrow's leaders

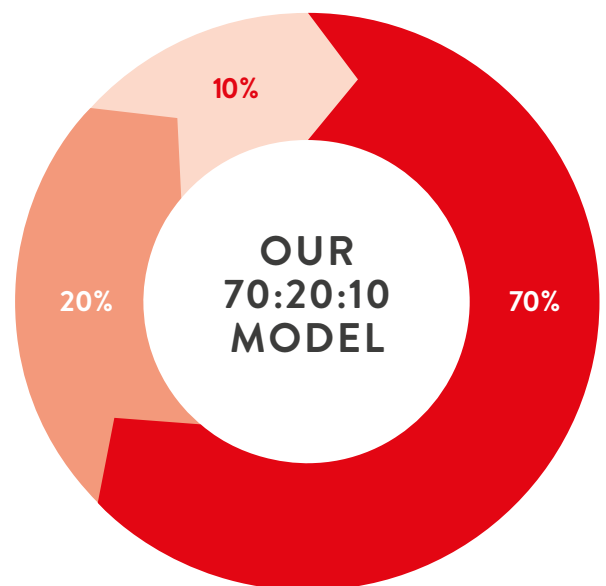
How do you learn to be an effective leader?

Our innovative approach to leadership development recognises that most of our learning occurs on the job, in addition to learning from others and formal, classroom based study. All of our executive programmes are designed using this methodology.


This programme incorporates practical tools and skill-building sessions that you can easily apply to managing your direct reports and strong developmental relationships with your peer learners.


Although it contributes just 10% to a leader's development, a well designed training programme has an amplifier effect – clarifying, supporting, and boosting the other 90% of your learning.

Consequently, you will find that this programme incorporates practical tools and skill-building sessions that you can easily apply to managing your direct reports and strong developmental relationships with your peer learners.



 **70%** application in the workplace

 **20%** learning from others/peers

 **10%** learning in the class

Your Journey

PRE-PROGRAMME

- Programme Overview
- One-to-One Development Conversation with Line Management Review

Module 1 – Understanding Self

- Learning From The Inside Out
- Identifying What Makes You Tick

- Personal Branding
- Building Confidence
- Action Planning

Module 3 – Getting Things Done

- Productivity Strategies For Busy People
- Managing Projects
- Personal Resilience
- Holding Productive Meetings
- Managing Your Time
- Action Planning

Module 2 – Working With Others

- Understanding Differences
- Building a High Performance Team
- Setting Performance Objectives
- Delegating Effectively
- Giving Feedback That Works
- Influencing Others
- Action Planning

POST PROGRAMME

Learning Boosters

OUTCOMES



Self confidence



Ability to delegate



Leadership skills



Improved communication



Ability to influence and motivate



Time management

How to get more information

Visit our website for the latest availability, dates and fees:

www.leadershipinstitute.co.uk

or contact us on **028 9097 4394**

or e-mail: leadershipinstitute@qub.ac.uk



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