



Leadership and Influence Series

Fridays, October 1 through November 5th, 2021

8:00am- 12 Noon

Course Content

Course Description:

Once you learn the techniques of true Leadership And Influence, you will be able to build the confidence it takes to take the lead. The more experience you have acting as a genuine leader, the easier it will be for you. It is never easy to take the lead, as you will need to make decisions and face challenges, but it can become natural and rewarding.

Prerequisites:

None

Topics:

Module One: Getting Started

- Icebreaker
- Housekeeping Items
- The Parking Lot
- Workshop Objectives

Module Two: The Evolution of Leadership

- Defining Leadership
- Characteristics of a Leader
- Leadership Principles
- A Brief History of Leadership
- Historical Leaders
- Modern Leaders
- The Great Man Theory
- The Trait Theory
- Transformational Leadership
- Summary

Module Three: Situational Leadership

- Situational Leadership: Telling
- Situational Leadership: Selling
- Situational Leadership: Participating
- Situational Leadership: Delegating

Module Four: A Personal Inventory

- An Introduction to Kouzes and Posner
- Model the Way
- Inspire a Shared Vision
- Challenge the Process
- Enable Others to Act
- Encourage the Heart
- A Personal Inventory
- Creating an Action Plan
- Set Leadership Goals
- Address the Goals
- Seek Inspiration
- Choose a Role Model
- Seek Experience
- Create a Personal Mission Statement

Module Five: Modeling the Way

- Determining Your Way
- Being an Inspirational Role Model
- Influencing Others' Perspectives

Module Six: Inspiring a Shared Vision

- Choosing Your Vision
- Communicating Your Vision
- Identifying the Benefit for Others

Leadership and Influence Workshop

Module Seven: Challenging the Process

- Developing Your Inner Innovator
- Seeing Room for Improvement
- Lobbying for Change

Module Eight: Enabling Others to Act

- Encouraging Growth in Others
- Creating Mutual Respect
- The Importance of Trust

Module Nine: Encouraging the Heart

- Sharing Rewards
- Celebrating Accomplishments
- Making Celebration Part of Your Culture

Module Ten: Basic Influencing Skills

- The Art of Persuasion
- The Principles of Influence
- Creating an Impact

Module Eleven: Setting Goals

- Setting SMART Goals
- Creating a Long-Term Plan
- Creating a Support System

Module Twelve: Wrapping Up

- Words from the Wise
- Review of Parking Lot
- Lessons Learned
- Completion of Action Plans and Evaluations



Location for Course
Newbury Business Park,
12373 Kinsman Road, Building C
Newbury OH 44065



leading business growth in Geauga County

geauga growth partnership, inc.

Order Form

- Classes require a minimum of 8 participants to be held. Prefer you register 1 week before the class. Payment will be processed at that time. If course is cancelled, payment will be refunded.
- Courses are taught by The Computer Workshop Instructors and materials for each class are handed out at the class.
- On site training is available. Please contact 440-564-1060 to discuss your needs.

Fee Schedule (Price is per person for the complete 6 week series)

GGP Member: o \$750.00

All Others: o \$900.00

Participants enroll in the full 6 week series. Refunds for missed classes are not available; though rescheduling an individual class may be should the majority of the class need.

Name	Email	Phone Number	Course code
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If it's easier to send a list of participants, classes and choices, you may send a spreadsheet. Information above must be given for each person.

Payment: Please calculate and provide total due here _____.

☐ Check enclosed ☐ Invoice Me ☐ Credit card.* Pay via Square [here](#). Payment must be received prior to class start unless otherwise arranged. Contact info@geaugagrowth.com for invoicing.

**Please note: a 3.5% surcharge will be added to all credit card transactions.*

Email order form to info@geaugagrowth.com.

Please make checks payable to the Geauga Growth Partnership. Mail to Geauga Growth Partnership, 12373 Kinsman Rd # 106, Newbury, OH 44065

Please fill out the following: Company Name & Complete Address are required

Ordered by: _____ Phone: _____ Email: _____

Terms and Conditions: Payment is required prior to start of class(es) unless otherwise arranged. If class is canceled for any reason, payment will be refunded within 10 days. You may cancel up to 7 days in advance of a class for a full refund otherwise a credit will be issued towards future classes. GGP reserves the right to cancel or reschedule any class/program greater than 7 days prior. Questions? Call GGP at 440-564-1060