



ESSENTIALS FOR POSITIVE LEADERSHIP AND MANAGEMENT TRAINING

This **in-person and highly interactive** training offers tools and tips to address common leadership and managerial challenges in a positive, constructive way. The training is intended to benefit high potential leaders and both new and experienced managers. Different sessions address motivation and engagement, positive coaching and feedback, and handling common challenges such as time management and effectively managing supervisor/supervisee relationships.

The training also allows the participants to build a network of supportive peers from other organizations who can be sounding boards to share and discuss leadership and supervisory challenges.

The training includes two books with surveys and assessments. The first book is *Five Dysfunctions of a Team*, which is a compelling, smart, easy-to-read fable about how to create a culture of commitment and accountability and make a team functional and focused on results. The participants receive a team functionality assessment. The second book is *Emotional Intelligence 2.0*, which includes an assessment and a report on how to improve your emotional intelligence.

The participants also take the Myers-Briggs Type Indicator and the CliftonStrengths for Managers assessments. The assessments are lasting and valuable tools that participants can use between training sessions.

8 SESSIONS (Tuesdays)

8:00 a.m.–11:30 a.m.

October 15, 22, 29, November, 5, 12, 19, and December 3, and 10

LOCATION:

Santa Fe Woman's Club
1616 Old Pecos Trail, Santa Fe, NM

COST: \$1,395

INSTRUCTOR:

David Markwardt owns David Markwardt Consulting, LLC and is the facilitator for many programs in Santa Fe, including The Executive Leadership Institute, The Essentials for Supervisors Program, The Public Servant Emerging Leaders Program, and Santa Fe Chamber of Commerce's Leadership Santa Fe.

For more information and to register, contact:

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Customized supervisor, leadership, and team building and other professional trainings are available upon request.



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CONSULTING

The in-person training is highly interactive and includes experience-based learning activities. Experience-based learning uses a holistic approach that addresses the cognitive, emotional and physical aspects of the participants. It is based on the theory that the most effective way to learn is by doing.

Everyone contributes to the team's success in action-based activities that provide memorable learning experiences.

TOPICS INCLUDE THE FOLLOWING:

- Inspiring Leadership
- Effective Supervision
- Understanding Personality Types and Your Supervisory Style
- Developing Emotional Intelligence and Empathy
- Supervising and Participating in Work Teams
- Developing Effective Communication Skills
- Resolving Conflict and Supervising Difficult People
- Giving and Receiving Feedback
- Addressing Unacceptable Employee Behavior
- Managing Time, Energy and Stress
- Delegating and Mentoring for Success
- Motivating Employees
- Making Tough Decisions
- Overcoming Resistance to Change
- Engaging and Empowering Employees
- Delivering Useful Performance Appraisals
- Understanding Human Diversity and Differences
- Creating a Culture of Commitment and Accountability



FOR MORE INFORMATION AND TO REGISTER:

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