

Leadership Development

CERTIFICATE COURSE



FMA



Certificate Course Outline

FMA has partnered with Peak Performance, Inc. to offer a specialized soft skills program designed for leaders in the manufacturing industry. Today's leader must be versatile and adaptable. Effective leadership results in everything from increased workplace productivity and employee retention, to improved succession planning and, ultimately, a better bottom line.

Learning Objectives

Trust, Respect, and Credibility

- A key component of our Leadership Development certificate, this course serves as the foundation for establishing high performing leaders and defines the relationship between trust, respect, and credibility, covers the importance of follow up and honoring commitments, provides tips for gaining trust, and reviews the five dysfunctions of a team – how lack of trust will inhibit execution.

Goal Setting and Execution

- All leaders must be able to establish goals and create a vision for how their teams can achieve individual and team goals that are integrated into higher level corporate goals. This course reviews creating SMART goals and prioritizing and developing action plans. It also introduces the 4 Disciplines of Execution and discusses self-motivation and time management.

Coaching and Mentoring

- Coaching and mentoring come in multiple forms, and both are critical to the success of strengthening your team and building a solid succession plan for key leaders. This course defines and explains how to coach and mentor, how to set appropriate goals and coaching to achieve those goals, how to overcome common obstacles and develop a coaching plan and provide feedback.





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Teamwork and Team Building

- Teams are typically comprised of people with diverse ideas and backgrounds and will always outperform individuals when leaders understand how to build these teams and leverage the strengths of all team members. This course defines types of teams and the typical roles and responsibilities associated with each and discovers problem solving as a team.

Utilizing Emotional Intelligence in the Workplace

- Leaders are faced with many situations and must learn to remain calm in the face of adversity and stay sensitive to the needs of direct reports, peers and authority figures. This course reviews self-awareness and self-management, how to manage your emotions, and understand others' emotions and how to manage in the workplace.

Conflict Resolution

- Wherever two or more people come together, there is the possibility of conflict. This course gives participants a six-step process that they can use to modify and resolve conflicts of any size. Participants will also learn crucial conflict resolution skills, including disagreeing diplomatically and using the Agreement Frame.

Effective Delegation

- It is difficult in the day-to-day whirlwind to properly delegate and get the results that you are looking for. This course will take participants through a step-by-step process for delegating effectively. Learn how to spend your time as a leader more productively and understand "SIMPLE" delegation methods.

