

COURSE TITLE	LEADERSHIP DEVELOPMENT: LEADING THE WAY
COURSE AIM	This course helps participants develop an understanding of the characteristics that a leader should possess. One will use his/her leadership skills to unite followers and successfully complete a project for one's own organization.
COURSE CONTENTS	<ol style="list-style-type: none"> 1. Identify the myths associated with leadership 2. Know the three components of leadership 3. Role/Style of a leader 4. Understand why a vision is important to providing leadership 5. Avoid common leadership pitfalls 6. Understand how your attitude and values affect your leadership abilities 7. Understand why the follower is a critical part of the leadership process. 8. Communicate effectively with followers 9. Use effective listening skills 10. Empower and motivate your followers 11. Understand what situational factors affect leadership 12. Set goals to effectively lead followers 13. Solve problems and resolve conflict effectively while leading 14. Use power to lead successfully.
DURATION	10 hours
SCHEDULE	Twice a week, evenings.
VENUE	At the ETC Training Complex in Hal Far.
INTENDED FOR	This course is for managers, supervisors and other who are leading teams.



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FEE	Nil
CERTIFICATION	The Institute will award Certificates to candidates who pass a final examination set by the Institute.



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