

EFFECTIVE LEADERSHIP TRAINING



GENTEX[®]
TRAINING CENTER



Introduction

Effective Leadership Training builds the core capabilities that turn a manager into a leader people choose to follow. Technical competence and job knowledge earn promotion; leadership determines what happens after it. This Effective Leadership Training Course develops that capability through five connected days of practice. Participants examine leadership styles, communication, motivation, delegation, coaching, feedback, and decision-making. Furthermore, the course covers team development, conflict handling, change leadership, and personal credibility. It also addresses how leaders build trust and accountability without relying on pressure or titles. As a result, participants leave with practical habits they can apply in the first week back at work.

Effective Leadership Training Course Objectives

- Apply leadership styles flexibly using Goleman's six styles and situational leadership.
- Set direction with clear vision, priorities, and SMART objectives.
- Communicate with impact using structured messages and the pyramid principle.
- Motivate teams using Herzberg's theory and self-determination theory.
- Delegate work using the five levels of delegation.
- Coach team members with the GROW model.
- Deliver constructive feedback with the SBI model.
- Develop teams through Tuckman's stages of group development.
- Manage conflict using ThomasKilmann conflict modes.
- Lead change with Kotter's eight steps and the ADKAR model.

Course Methodology

The course applies interactive, practice-based methods:

- Facilitated workshops on real leadership challenges.

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- Role-play of coaching, feedback, and difficult conversations.
- Case studies of leadership success and failure.
- Self-assessment of leadership style and emotional intelligence.
- Group problem-solving and structured peer feedback.
- Action planning that converts each technique into a leadership habit.

Who Should Take This Course

- Team leaders, supervisors, and managers.
- Mid-level managers and department heads.
- Project and program managers.
- HR and organizational development professionals.
- Technical experts moving into leadership roles.
- Professionals preparing for a leadership position.

Effective Leadership Training Course Outlines

Day 1: Foundations of Effective Leadership

- Defining leadership and distinguishing it from management.
- Reviewing trait, behavioural, and contingency theories of leadership.
- Applying Goleman's six leadership styles.
- Using situational leadership with team readiness levels.
- Understanding emotional intelligence and self-awareness.
- Building credibility and personal presence.
- Assessing your leadership strengths and development gaps.





Day 2: Communication and Influence

- Structuring leadership messages with the pyramid principle.
- Practising active listening and powerful questioning.
- Running effective briefings, meetings, and one-to-ones.
- Communicating vision and direction clearly.
- Applying Cialdini's principles of influence ethically.
- Influencing peers and stakeholders without formal authority.
- Delivering a structured leadership message with feedback.

Day 3: Motivation, Delegation, and Accountability

- Applying Herzberg's two-factor theory to motivation.
- Using self-determination theory for autonomy and engagement.
- Delegating effectively with the five levels of delegation.
- Setting expectations with SMART goals and clear standards.
- Holding people accountable without micromanagement.
- Recognising contribution and reinforcing performance.
- Building a delegation and follow-up routine.

Day 4: Coaching, Feedback, and Team Development

- Coaching with the GROW model.
- Delivering feedback with the SBI model.
- Running structured performance conversations.
- Developing teams through Tuckman's stages.
- Building psychological safety and shared accountability.

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- Supporting development plans and career conversations.
- Practising coaching and feedback in role-play.

Day 5: Conflict, Change, and Leadership Practice

- Managing conflict with ThomasKilmann conflict modes.
- Handling difficult conversations and behaviour issues.
- Leading change with Kotter's eight steps and the ADKAR model.
- Making decisions with structured option analysis.
- Building resilience and wellbeing in your team.
- Seeking feedback and planning continued development.
- Finalizing a personal effective leadership action plan.

Conclusion

By successfully completing Effective Leadership Training, participants will have acquired practical knowledge of leadership styles, communication, motivation, delegation, coaching, feedback, conflict handling, and change leadership. They will have gained skills in leadership communication, team motivation and delegation, coaching and performance feedback, and conflict and change leadership, plus a personal action plan. Gentex Training Center designed this program to help leaders get results through capable, committed people.

FAQs

Q1 What is the "Effective Leadership Training" course about?



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It develops the core skills that make leadership work in practice. Participants study leadership styles, communication, motivation, delegation, coaching, feedback, conflict handling, decision-making, and leading change.

Q2 What are the key benefits of the "Effective Leadership Training" course?

Participants gain clearer communication, higher team engagement, and stronger accountability. Leaders also handle performance and conflict conversations with more confidence, develop their people deliberately, and reduce the turnover that poor management causes.

Q3 What skills will I gain from the "Effective Leadership Training" course?

You will develop four core skills: leadership communication and influence, team motivation and delegation, coaching and performance feedback, and conflict and change leadership.

Q4 What tools, methods, or standards are covered in the "Effective Leadership Training" course?

The course covers Goleman's six leadership styles, situational leadership, the pyramid principle, Cialdini's principles of influence, Herzberg's two-factor theory, self-determination theory, the five levels of delegation, SMART goals, the GROW coaching model, the SBI feedback model, Tuckman's stages of group development, ThomasKilmann conflict modes, Kotter's eight steps, and the ADKAR model.





Q5 How is the "Effective Leadership Training" course applied in real-world practice?

Participants apply the methods to live leadership tasks, such as setting team objectives, delegating a major task, coaching a developing team member, giving feedback on missed commitments, and leading a change rollout. Each module ends with an action commitment, so learning transfers directly into daily leadership.