

# Basics of Successful Leadership

## Successfully transition into your new role

Moving to a leadership position requires you to alter your leadership identity in order to be successful in your new role. In this new position, you will face different responsibilities and tasks. This means developing new behaviours so you can face challenges and succeed in your new responsible position.

You will learn in this seminar how to deal with the various expectations whilst still being a reliable and motivating leader, even within an international workforce.

### Content

#### Aspects of the new professional role

Gaining acceptance in your new role  
 Adapting sensibly to the new job  
 Requirements and tasks of a leader  
 Knowing about leadership styles  
 Adjusting your leadership style for an international role  
 Leadership skills: delegating, target setting, performance evaluation and feedback

#### Being prepared - reflecting on your new role

What kind of leader will I be?  
 What are my strengths and where are there areas for development?  
 How can I transfer my learned strengths to my new role?

#### Toolbox for leadership

Working with senior members of a team  
 The leader-employee relationship, trust and control  
 Leader or friend, colleague or boss?  
 Successful delegation of specific tasks  
 Giving and receiving feedback

#### Impact on a team's performance

Building up high-performance teams  
 Motivational factors for teams  
 Fostering the relationship with colleagues and superiors  
 Taking cultural diversity in your team into account  
 What support is needed for each team member

#### Getting through the "rookie period"

Avoiding the most common mistakes in the first 100 days

### Duration:

2 days

### Benefits

- You will be able to
- Prepare for your new responsibilities as a leader
- Develop your own approach to your leadership role
- Be confident even in difficult situations
- Moderate and lead effective communication
- Set and achieve motivating targets for yourself and your team

### Methodology

The training consists of a mixture of input and exercises. You will actively participate in the learning process, thus helping you to avoid pitfalls in real life situations. The methods used will include individual, pair- and group work, (self-)reflection, theoretical input, cases, role play, feedback and interactive exercises. The seminar requires a lot of participation from the participants. Please bring your cases and questions.

### Who should attend

Junior managers, who have recently taken on managerial tasks or are preparing for the transition from coworker to boss.

