



EXECUTIVE  
DEVELOPMENT CENTER

*Leadership Realized.*

# FOUNDATIONS OF LEADERSHIP

FOR NEWLY PROMOTED MANAGERS in the early stages of their careers, as well as more experienced managers who would benefit from training that addresses the fundamentals of leadership.



Center for  
Creative  
Leadership

Network Associate

FOSTER COLLEGE  
OF BUSINESS ADMINISTRATION

BRADLEY  
UNIVERSITY

# SETTING THE RIGHT COURSE

## FOCUS

This interactive program establishes a foundation of understanding that new managers can use to assess the challenges they face and improve their leadership skills at a formative stage in their careers. Participants learn the essentials of effective leadership, focusing on personal awareness and growth, working relationships, influence skills and conflict resolution.

In this enriching three-day program, participants gain insight into the ways that personality and interaction preferences help or impede a manager in influencing others and resolving conflict. They receive honest evaluations of their leadership practices and come away with a clear, practical strategy for developing their skills.

## OUTCOMES

During this program, participants...

- > gain an understanding of their current leadership strengths and development needs and how they affect the functionality of their group.
- > develop the ability to apply effective influencing tactics.
- > learn how to improve the performance of their work groups through a better understanding of human interaction.
- > create successful strategies for managing conflict.
- > establish relationships with people in the program who are at the same stage in their careers.
- > set a clear direction for future development.

# DIRECTION

## **SPECIAL FEATURES**

Participants receive the benefits of a comprehensive assessment process augmented with behavioral observation and a private feedback session with a certified coach.

- > Participants are introduced to Center for Creative Leadership research on how leaders derail their careers.
- > A conflict behavior assessment is used to measure the participant's interpersonal response to conflict.
- > Videotaped problem-solving exercises provide a realistic but safe way for managers in the early stages of their careers to learn how to handle potentially volatile situations in the workplace.

## **ONE-TO-ONE COACHING**

Additional coaching services are available to enhance the learning experience. Participants may choose this option while registering, during the program, or after the fact. *(Available at an additional fee.)*



# INSIGHT

## DAILY AGENDA

### DAY ONE — CHARTING YOUR OWN COURSE

Explore past experiences that affect leadership styles and choices. Participants examine paths they have taken and draw conclusions about their current journey into leadership development. They receive feedback through an assessment tool that measures competency in 15 skill areas.

**LEADERSHIP AND INFLUENCE:** The focus is on influence as a key process of leadership. Participants take part in a highly interactive videotaped activity that allows them to both experience and examine important aspects of group dynamics. They receive results of a self-assessment that uncover how personality helps or impedes their ability to influence.

### DAY TWO — NAVIGATING RELATIONSHIPS

**DERAILMENT:** A review of CCL's research demonstrates how leaders derail their careers. The importance of interpersonal relations in leadership is often underestimated, especially by new leaders. Participants learn strategies for strengthening relationships in the work environment based on critical issues identified by the research.

**CONFLICT DYNAMICS:** Participants discuss results on a feedback tool that measures conflict behavior. They identify areas to target for improvement and then practice in an interactive videotaped activity.

**INTERPERSONAL RELATIONSHIPS:** Participants receive feedback on a self-assessment that looks at interpersonal needs — inclusion, control and affection — and how these needs can affect the way others perceive us.

### **DAY THREE — SETTING A NEW DIRECTION**

**ONE-TO-ONE FEEDBACK:** A confidential session with an EDC coach allows participants to review the results of assessment tools, to devise a strategy, and to develop a strategy that will meet their bottom-line needs.

**PEER FEEDBACK:** Participants work together to begin developing individual leadership goals.

**MAPPING A PLAN OF ACTION:** A leadership goal is created and shared with the other participants. This goal is written and becomes part of EDC's process for an elective three-month follow-up with the participant by the program facilitators.



# GROWTH

## WHO SHOULD ATTEND

Foundations of Leadership is for newly promoted managers in the early stages of their careers, as well as more experienced managers who would benefit from training in leadership fundamentals.

*“Foundations of Leadership is the most enlightening and empowering program that I can imagine, particularly in terms of helping a person foster quality relationships, both personal and professional. I cannot express enough how much it helped me enhance my leadership skills.”*

– **KEITH ELLARD**

*District Marketing Manager, Federated Insurance*

## ON-SITE TRAINING

The Executive Development Center can deliver this program exclusively to groups within your organization, wherever they reside. In addition, this program can be modified to meet your unique organizational challenges.

## TO REGISTER

Go to [www.bradley.edu/edc](http://www.bradley.edu/edc) for current dates and locations.

### COMPLETE REGISTRATION

Online: [www.bradley.edu/edc](http://www.bradley.edu/edc)

By phone: 1.888.409.4740

### COMPLETE YOUR PRE-COURSE ASSESSMENT MATERIALS ONLINE

About five weeks prior to the program, you will receive pre-work information material via email with specific instructions for accessing the 360° assessments. Please give them your careful attention. Results derived from these tools enable you to individualize the learning models and group exercises presented in the workshop. Feedback coaches meet one-to-one with each participant to assist in the analysis of feedback.



## TUITION

**2009-2010 TUITION:** \$3,700

Program tuition, which is due upon registration, includes all program materials, continental breakfast, and lunch.

## ACCOMMODATIONS

To ensure that you have comfortable, convenient accommodations, the Executive Development Center will make a hotel recommendation for you upon registration. Hotel reservations and payment will be the full responsibility of the participant.

## BASIC STATS

Tuition: \$3,700

Length: 3 days

Maximum Class Size: 24

Instructor-Participant Ratio: 1:12

Location: Downtown Chicago

**PROGRAM SPOTLIGHTED IN**  
**The Wall Street Journal**

A columnist for The Wall Street Journal writes favorably about his experience in CCL's Foundations of Leadership program. Learn more by visiting [www.ccl.org/fof](http://www.ccl.org/fof).



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