

professional  
development

# Leadership Skills

Building, Leading and Managing High

Performance Teams

In-Company Training (3 Days)

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Practical Leadership Skills

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Tailored Programme

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in-company for  
teams



# What Does Effective Leadership Encompass?



Leading and  
Managing the  
Individual

Delivering Results  
Through Others

Leading the Team

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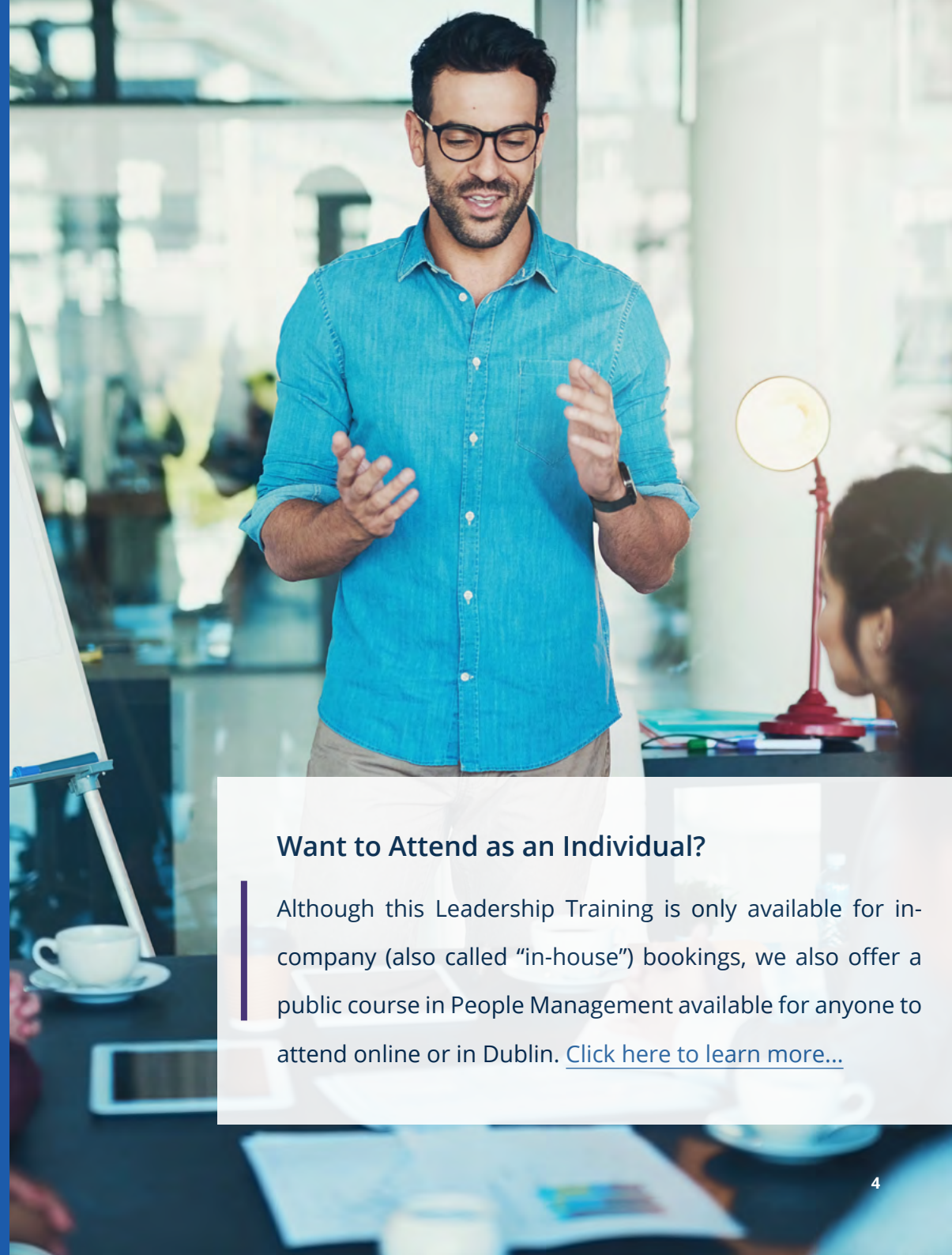
# About This Programme

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This workshop is for those interested in developing, leading, and managing high-performance teams.

Over 3 days, we delve into diverse leadership skills, focusing on strategy, motivational techniques, and how to implement leadership models that will help you deliver results through others.

There is no “one size fits all” approach to effective leadership skills. This interactive workshop is designed to provide you with the skills and insights you need to develop a leadership style that will achieve the best results for you and your team.



## Want to Attend as an Individual?

Although this Leadership Training is only available for in-company (also called “in-house”) bookings, we also offer a public course in People Management available for anyone to attend online or in Dublin. [Click here to learn more...](#)



# Delivery Style

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We run this Leadership Skills Course for in-company (often called “in-house” or “on-site”) training. This means that we deliver training exclusively to your team on a date you choose.

There are many benefits to choosing an in-company style of delivery.

## How In-Company Training Works

When you get in touch with us about in-company training - either by phone or by requesting a quotation using the button on this page - our expert training consultants will work with you to find the best training solution for your needs.

We will create a programme that addresses the issues and goals at the top of your list, and choose a training delivery method and dates that suits you best.



## Why In-Company?

- ✔ **Tailored for Your Team** - While still adhering to the course syllabus, we can take your business and any challenges you are facing into account when delivering the course. We will make the training delivery relevant to your team.
- ✔ **You Choose the Delivery Style** - We can deliver this training as an in-person, classroom style course (where we come to your location), or by live, virtual classroom training (learn more on the next page).
- ✔ **Flexibility** - In-company training gives you the ability to schedule training at a time that works best for your schedule. It removes the inconvenience of having to take someone out of their role for training at a busy time.

[Get a Quote](#)

# Delivery Style: Live Virtual Training

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Virtual training enables participants to connect to live, trainer-led sessions from wherever they are located. It's easy to connect and they will gain the benefits of a classroom style of training while enjoying the convenience of learning at home.

## How Virtual Training Works

In advance of training, we will send each participant the information and link they need to join the training.

To connect with our live training, participants will need a steady internet connection and a device with a web-camera, speakers, and microphone.

Most home internet connections work perfectly for live virtual training. These days, almost all smartphones, computers, and tablets have built-in web cameras, speakers, and microphones.

Our training consultants will make sure everyone has guidelines on how to get connected. It's an easy, user-friendly process.



## Why Virtual?

- ✔ **Learn from Home** - This is an ideal solution for teams that work remotely. They can connect with real-time training sessions from wherever They are currently based.
- ✔ **Delivered by Experts** - By choosing our live virtual training, your team will learn from subject matter experts. They will also benefit from the ability to ask questions and gain advice from our trainers.
- ✔ **Group Training** - This style of training enables participants to interact virtually with their team. Via our online platform, they will be able to take part in group discussions and exercises without leaving home.
- ✔ **Focused Learning Environment** - One of the key advantages of an in-person classroom style training is the focused learning environment. Live, trainer-led virtual training also provides this high-impact format.

[Ask a Question](#)

[Get a Quote](#)

# What Are The Benefits?

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- ✓ Insight and understanding of your own leadership style.
- ✓ Practical application of our Action Centred Leadership model.
- ✓ Enhanced communication skills.
- ✓ Emotional intelligence skills.
- ✓ Techniques to motivate and inspire your team.
- ✓ Time management tips.
- ✓ Techniques for successful meetings.
- ✓ Feedback and advice from experienced leadership trainers.
- ✓ Confidence in your own abilities through practical learning and application.



**Learn More**

**Ask A Question**

**Get A Quote**



# Aims & Objectives

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By the end of this course, participants will:

- ✓ Understand what makes a good leader.
- ✓ Gain an insight into their own leadership style.
- ✓ Be able to set direction and prioritise goals to deliver results through others.
- ✓ Know how to inspire and motivate a team using leadership skills.
- ✓ Learn how to, and when to adapt your leadership style to the situation.
- ✓ Understand the purpose and importance of emotional intelligence.
- ✓ Know how to develop a strong communication style.
- ✓ Apply the core principles of action-centred leadership to your work environment.
- ✓ Understand how to promote employee development and mentor employee progress.



# Programme Content

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## ① Module 1: What is Leadership?

- Leadership versus management
- Examining the role and attributes of a strong leader
- Reviewing different levels of leadership

## ② Module 2: Leadership Style

- Leadership styles
- Discover your leadership style
- The strengths and weaknesses of your style
- Adapting your style to suit a situation

## ③ Module 3: Setting the Direction

- Strategy planning
- Setting strategic goals
- Prioritising and decision making
- Managing your time
- Performance metrics

## ④ Module 4: Communication Skills

- Role model to inspire and motivate your team
- Words, tone, body language
- Active listening
- Powerful questioning skills
- Core principles of running effective meetings

## ⑤ Module 5: Emotional Intelligence & Influencing Skills

- Definition and benefits of emotional intelligence
- Managing your emotional intelligence
- Emotional intelligence in the workplace
- Influencing skills and persuading others

continued on next page...

# Programme Content

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## ⑥ Module 6: Action Centred Leadership Model

### 6.1 - Delivering Results Through Others

- Define the strategy - aims, purpose, direction
- Plan - resources, people, processes, systems
- Deliverables, performance indicators, timescales
- Responsibilities, objectives, metrics
- Set standards, quality, time and reporting metrics
- Monitor performance against the plan
- Report on progress towards the group's aim
- Review, re-assess, adjust plan

### 6.2 - Leading the Team

- Standards of performance and behaviour
- Style, culture, approach of the group
- Team-working, cooperation, morale and team spirit
- Anticipate and resolve group conflict
- Motivate the team towards objectives
- Team roles within a group
- Effective group communications
- Identify group training needs
- Group feedback

### 6.3 - Leading and Managing the Individual

- Identify skills, competencies, attitudes
- Performance objectives and responsibilities
- Identify and develop capabilities and strengths
- Train and develop individual team members
- Recognition, praise, reward
- Manage performance
- Constructive feedback

## 3 Ways to Get Started

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### Talk to Us

You can reach us by phone on Freephone 1800 910 810, or 01 861 0700 (mon - thurs, 9.00am - 5.30pm, fri, 9.00am - 5.00pm).

We will be happy to answer any questions you have and advise on the best option for your team's Leadership Skills Training.

**Freephone 1800 910 810**



### Get a Tailored Quotation

To request a tailored quotation for your team's in-company Leadership Skills Training, click the button below.

We will be in touch with a detailed quotation fitting your requirements.

**Get a Quote**



### Ask A Question Online

If you would prefer to contact us online, request a phonecall, or to get in touch outside office hours, using the "Ask A Question" button below is the best option.

We will respond with the information you need.

**Ask A Question**

# About Us

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## Professional Development - 34 Years of Innovation and Excellence

We believe that the key to a thriving and rewarding career is continuous professional development.

For over 34 years, Professional Development has led the way in providing practical, innovative courses leading to relevant and respected certifications.

We specialise in delivering training for core business skills including project management, agile, scrum, lean six sigma, management, communications, sales, it service management, and training design and delivery skills.

Our courses are designed to expand your skills, & enhance your career potential

## Stay Connected

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### Our Courses

Our courses are a balanced blend of both theoretical learning and practical application. This focused learning environment optimises the impact of training.



### Our Team

Our trainers are chosen for their engaging manner and expertise in a chosen field. They bring a wealth of experience to each programme they deliver.



### Our Clients

We provide training for Ireland's leading brands, working with companies of all sizes in every industry. We also provide training for non-corporate organisations.



### Our Certifications

In many sectors, international certification is now essential. We provide many options for globally recognised certification in each subject area.



# Contact Us

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