
Project Leadership

A three day programme

Leadership has three main dimensions the possession of knowledge, building trust and using power. How we build and use these three dimensions dictated how well we perform as a leader. In this training programme on leadership, we expose the delegates to the techniques to build their knowledge. At the same time, we use role-play after each session to demonstrate the building of trust and the use and misuse of power.

The role-play we use revolves around a case study. This case study involves the delegates splitting into teams and asked to deal with a business situation involving a hotel company. The last session involves delegates taking the roles of the members of the board of directors of the hotel company and enacting a board meeting. Before the board meeting they receive a character sheet on the person they are playing and the politics and hidden agendas they are supporting.

This training programme introduces delegates to most of the dilemmas faced by leaders who constantly have to balance business needs, personal needs of the team and ethical considerations.

Because of the complex nature of this training programme, it requires two facilitators, who take on roles based on the main characters in the case study in all the role-play situations.

Key elements of project leadership

People often think of management and leadership as one in the same thing, but they are not. There are some very important distinctions between the two. In essence, leadership is a broader concept than management. Management is a special kind of leadership, in which the achievement of organisational goals is paramount. The key difference between the two therefore lies in the term organisational goals. Leadership occurs whenever one person attempts to influence the behaviour of an individual or group, regardless of the reason. It may be for ones own goals or for the goals of others and these goals may or may not be congruent with the organisational goals.

The programme enables participants to:

- Understand people's behaviour better and deal with that behaviour
- Be able to understand the behaviour of people in project teams
- Develop negotiating skills
- Learn to create positive and effective project interviewing techniques
- Give effective project presentations

Learning outcomes:

At the end of the programme, delegates will have a deeper appreciation of leadership skills. In addition, they understand many of the real world problems that obstruct leaders in their quest for results.

Programme Agenda

Leading High Performance Teams

Attributes of teams
Motivation and team roles
An introduction to leadership styles
Selecting the appropriate leadership style

Interviewing Skills

Interviewing attributes
Planning the interview
Preparing for the interview
Conducting the interview

Presentation Skills

Planning a presentation
Practical decisions for big presentations
Delivery and the words
Visual aids
The audience

Typical delegates are:

For people who manage projects and wish to upgrade their knowledge. In addition, people who soon may find themselves in a leadership role.

Transaction Analysis – Dealing with People

An introduction to Transaction Analysis
Recognising ego states Parent, Adult & Child
Life scripts and Life positions
Strokes and recognition

Negotiating Skills

Who shall negotiate?
How to negotiate successfully
Negotiating tactics
Quick deals – why they fail

Role Play and mock board meeting

On the afternoon of the third day, you take part in a mock board meeting. You take a specific role given to you. A character sheet outlining the views and prejudices of the character you play supports the role.