

## Course Overview:

Self-leadership puts together taking responsibility for our outcomes, setting direction for our lives, and having tools to manage priorities. Self-leaders work at all levels of an organization. They are front-line workers in every possible role, middle managers, and CEOs. Self-leaders like Walt Disney and Wayne Gretzky worked hard to achieve their dreams without using the term self-leadership. However, they have clearly demonstrated that being in control of their behavior and results, focus, practice, and learning were necessary to achieve their goals.

Self-leadership requires a commitment from individuals to decide what they want from life and to do what's necessary to get the results they want. This workshop will help participants internalize the four pillars of self-leadership and to make meaningful, empowered choices while taking action to get where they want to go.

## Course Objective:

This course will help you teach participants how to:

- Define self-leadership and what it means on an individual level
- Assume responsibility for their results by understanding who they are, what they want, and how to reach their goals
- Describe the four pillars of self-leadership
- Use techniques related to adjusting to change, cultivating optimism, and developing good habits to build self-leadership

## Course Outline:

What is Self-Leadership?

- This session includes a discussion of what self-leadership is, a review of the pre-assignment, and understanding who our mentors are. Participants will also be introduced to the four pillars of self-leadership: knowing who you are, knowing what you do, knowing what you need to learn, and using what you know.

Knowing Who You Are

- This is the first pillar. In this session, you will engage learners in creating a personal vision statement, identifying dreams, and setting goals. They will also learn how to set themselves up for success (not just leaving those dreams on paper!).

Change Management

- In order to shift our actions and expectations, participants need to know how to manage change. This session offers an introduction to issues of control and change.

Knowing What You Do

- The next pillar is about applying what participants know about themselves and using techniques to manage our behavior, like responding to negative and positive cues. Participants will also define lifelong learning, consider their own learning plan, and start making connections about what they want to do in terms of their future learning.

Motivation for Optimists

- In this session, participants explore motivation and creating a motivational climate for themselves. They will also learn about the ABC's of optimism, the benefits of pessimism and optimism, as well as dealing with adversity.

Using What You Know

## Training Language:

English-Arabic

## Training Methodology:

- Presentation & Slides
- Audio Visual Aids
- Interactive Discussion
- Participatory Exercise
- Action Learning
- Class Activities
- Case Studies
- Workshops
- Simulation

-In this examination of the final pillar of self-leadership, participants will learn how to take care of their physical and emotional selves in order to support their abilities as a self-leader.

### Workshop Wrap-Up

-At the end of the course, students will have an opportunity to ask questions and fill out an action plan.

### Who Should Attend:

This Self-Leadership Skills workshop is ideal for anyone who would like to gain a strong grasp and improve their Self-Leadership Skills.

- All Staff Within An Organisation
- Managers
- Team Leaders
- Executives
- Assistants
- Officers
- Secretaries