

Certified Business Professional (CBP) in Leadership

3 days

Description

The CBP™ Leadership Certification equips the business professional with the skills and characteristics required for effective leadership. Effective leadership skills are in demand in every aspect of business and are recognized as an indispensable element for corporate success. The CBP™ Leadership certification module covers all of the essentials of today's leaders. This is a hands-on and interactive module that uses real life scenarios to develop practical leadership skills.

Skills attained in this course are required for jobs incorporated in the Indiana Hoosier Top 50 Jobs List, such as Managers, First Line Supervisors, and Team Leaders.

Prerequisites

- None

Course Outline

Module 1: Introduction to Effective Leadership

- Leadership Defined
- Effective Leadership
- Building A Cohesive Team
- Leadership Potential
- Leadership vs. Management

Module 2: Choosing the appropriate leadership style

- The Transitional Nature of Leadership
- Leadership Styles
- Relational & Functional Support
- Situational Leadership

Module 3: Developing a Vision & a Mission

- Vision
- Goals, Objectives & Plans
- Guidelines For Developing A Mission Plan
- A Vision Culture

Module 4: Effective Decision Making

- Effective Decision Making
- Problem Resolution
- Implementation

Module 5: Team Building for Leaders

- Team Building
- Meeting Team Needs
- The Benefits Of Diversity
- Team Communication

Module 6: Motivation

- Motivation
- Morale
- Examples of Cultural Insensitivity