

Who's Job is it Anyway? ~ Personal Accountability and Leadership*This class can be modified for your specific time and focused needs.*

~ Many people think that management and leadership go hand in hand automatically. But just because you are a manager does not mean that you are a leader. The best way to become an effective leader is by creating a personal leadership development plan.

A Good leader is one who keeps their promises, are accountable for your actions, disallow back-biting and gossip in their presence, and one who models the behavior they would expect of others. Leadership is having strength and courage in your convictions, and the ability to see those convictions manifest in reality.

So what are your convictions? You may think that you know what you believe in, but it is important to take a step back and actually list your beliefs and values. We use a game to assist you in identifying your most important values. This important step in creating a personal leadership development plan will likely teach you things about yourself that you yourself did not realize were true.

Once you have a clear understanding of your convictions, then we work toward a plan to apply them to your life and organization. We look to yourself and your overall purpose and mission to your company. Then we narrow your view to your team, and finally yourself.

What do you respect in a leader? We will work toward identifying the traits you want to lead with, how to practice them, and ways for you to be accountable to yourself; making others see you as a leader. Personal responsibility for our deeds and actions will take the focus off others and place it within ourselves.

CLASS OUTLINE:

- **Accountability: What is it?**
- **Good Intentions & Self Accountability**
- **Time For Action ~ Not Excuses**
- **What are your Expectations?**
 - **Of Yourself / Of Others**
- **What constitutes a Leader?**
- **Skills for Becoming an Effective Leader**
- **Personal Leadership Styles—What is yours?**
- **Creating a Personal Development Plan**

- **Interactive: This entire class is based on interactive sharing and personal insights to future improvement.**
- **Takeaways:**
 - **Individual Development Plan Tools**

- **Class Evaluation to share with Host Company**

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