# LeaderSharp Group



COURSE CATALOGUE



#### **LEADERS**

— PG.3

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#### MINDSET

- PG.27



### **LEADERS**

### 66

I learned **NEW SKILLS TO UTILIZE** at work and outside of work that will benefit me immensely for **THE REST OF MY LIFE.** 

I would 100% recommend hiring LeaderSharp to help you with your business needs.





#### THE EMOTIONALLY EFFECTIVE LEADER

Emotional Intelligence (EQ) is a key component of effective leadership in today's workplaces. Being able to understand and manage your emotions while also recognizing and influencing the emotions of others is critical to building strong relationships.

Leveraging the results from personalized EQ Leadership Reports, participants learn the importance of emotional intelligence in effective leadership. They develop a better understanding of their strengths and areas of growth to enhance their leadership skills.

### Upon completion of this session, participants can:

- Understand the role of emotional intelligence in effective leadership
- Explore key areas of leadership in relation to emotional intelligence
- Articulate their EQ strengths and opportunity for growth
- Understand how aspects of emotional intelligence lead to derailing behaviors
- Apply what they have learned in the session by developing a personal EQ learning plan

#### This workshop includes:

- Online pre-work
- Custom assessment with personalized information for each participant
- Engaging facilitation with interactive activities and dynamic discussions

#### **FULL DAY, IN PERSON AND VIRTUAL**



#### THE 8 MINDSETS OF AGILE EQ

Using Everything DiSC® Agile EQ

People who can read and respond to the emotional needs of a situation are better prepared to navigate today's dynamic and fast-paced workplaces. This course explores the concept of emotional intelligence and introduces the idea of Agile EQ – the ability to stretch beyond one's comfort zone and adopt the best response in each situation.

By combining the personalized insights of Everything DiSC® with active emotional intelligence development, using eight adaptive mindsets, participants discover an agile approach to workplace interactions. They learn to navigate outside their comfort zone, empowering them to meet the demands of any situation.

In this training, participants will discover their EQ strengths, recognize their EQ potential, and commit to customized strategies for building agility. The result is an emotionally intelligent workforce that can support your thriving agile culture—no matter where they are.

#### This workshop includes:

- Online pre-work
- Custom assessment with personalized information for each participant.
- Engaging facilitation with interactive activities and dynamic discussions.
- An online personalized learning environment to keep the material top of mind.

#### **FULL DAY, IN PERSON AND VIRTUAL**

#### THE CASE FOR AUTHENTIC LEADERSHIP

"What you know" in the workplace is now less important than "Who you are".

This session provides an overview of the Leadership Circle model of leadership competencies and why Courageous Authenticity and Integrity lie at the top of the model, representing the integration of Task and Relationship. This session will provide challenges to further develop and express a leader's Values and Vision.



Participants will be challenged to identify the key ingredients to being effective leaders in this brave new world: weighing the scales to balance

- 1. Vulnerability and vision,
- 2. Inclusion and decisiveness,
- 3. Knowledge and trust, and how today's leaders must have a clearly defined and highlyvisible set of Values to guide all their interactions and relationships.

#### **Competencies present in this session:**

Leadership Vision, Coaching Culture

#### HALF DAY IN PERSON OR VIRTUAL DELIVERY

#### **HOW TO TAKE A COACH APPROACH FOR LEADERS**

Taking a coach approach to leadership is an effective means of unlocking your team's performance, improving engagement, and empowering others to strive for their best. Leaders who take a coach approach form strong relationships, build trust easily, and create an environment of growth and learning.

This workshop is designed to help leaders develop a coach approach when working with their team members. Participants learn why it's important to take a coach approach and key skills and techniques to apply the coach approach.

#### **Upon completion of this session, participants can:**

- Describe the benefits of taking a coach approach to leadership.
- Apply to key skills and techniques needed to take a coach approach.
- Create an action plan for implementing a coach approach in their leadership.

#### HALF DAY, IN PERSON AND VIRTUAL



#### SURVIVE AND THRIVE IN YOUR NEW LEADERSHIP ROLE

This full day workshop will help you navigate the transition as a new leader or a leader in a new role, gain insights into your new manager's expectations, and design an action plan for those crucial first 90 days. Participants will assess personal strengths and weaknesses in order to build important leadership skills, diagnose your business situation and understand how to adapt accordingly, gain clarity on challenges and identify opportunities, understand the 5 critical conversations to have with your manager and Identify key relationships, design actions to build alliances and your own advisory network.

#### **FULL DAY**

#### LEADERSHIP, EXECUTIVE COACHING

The world needs better leaders. With the inevitable exodus of retiring Boomers, many of whom are seasoned managers, we need many more capable leaders at all levels to fill their shoes.

Today, Executive or Leadership Coaching is the foundation of leadership development. It is now widely accepted and used as a well-established business tool across the world.

Leadership coaching builds on your strengths, encourages increased self-awareness and helps you develop the skills you need to achieve your full potential as a leader in your organization.

LeaderSharp Coaches are all highly experienced Certified Executive Coaches accredited at PCC level (minimum) with the International Coach Federation (ICF).

#### **CONTACT US TO LEARN MORE**



#### **LEADERSHIP IN A COMPLEX WORLD**

This workshop comprises six 2-hour virtual sessions and covers ten key learning topics:

- 1. Complicated vs. Complex what's the difference and how do I adapt?
- 2. Understanding Leadership & My Role Answering the burning question that emerge from your managing, leading, coaching, or service roles.
- 3. Dealing with Global Disruptions and Distractions Finding Focus in Volatile, Uncertain, Complex and Ambiguous Times. (VUCA).
- 4. Leading Change and dealing with resistance.
- 5. The Oxygen Mask Managing Your Energy and Enhancing Your Wellbeing at Work.
- 6. Stop Wasting Time & Energy Prioritize.
- 7. Improving Your Brand as a Manager An Easy Coaching Formula.
- 8. Personal Core Values.
- 9. What's your influencing style and how is it helping or getting in the way?
- 10. Leading from the Future Your Vision for Moving Forward.

#### **6 X 2HR VIRTUAL SESSIONS**



### **MANAGERS**

This course was
OUTSTANDING
and should be
MANDATORY!

# GREAT FEEDBACK™: HOW TO HOLD COACHING AND DEVELOPMENT CONVERSATIONS

When it comes to vitally important performance feedback conversations, most managers struggle with what to say and how to say it. It's rarely a positive, future-focused dialogue. Younger generations in particular want ongoing feedback and coaching. GREAT FEEDBACK TM takes a fresh approach to an old problem using a simple 6 Step Formula for GREAT FEEDBACKTM in combination with the powerful Coach Approach.

This introductory session will walk you through the six-step GREAT FEEDBACK™ Formula as well as how to take a Coach Approach using the GREAT FEEDBACK™ Quick Guide. This framework will provide a strong foundation for holding effective coaching and development conversations. Each participant receives a Quick Guide as well as a Conversation Planner.

FULL DAY AND HALF DAY OPTIONS AVAILABLE



#### **HOW TO ENGAGE YOUR TEAM**

This session will support managers to evolve further into their leadership by letting go of the detail, doing and telling by coaching and leading others to deliver on their best work and in return gaining more time to work on the neglected strategic elements of their job.

This session is for managers who are ready to elevate their leadership by becoming "that " manager that people will work hard for, be loyal to and will follow for the rest of their career.

#### In this session participants will:

- Experience the coaching mindset
- Enhance listening skills
- Learn a practical 4 level method to engage your team and deal with sticky situations so they own their behaviour
- Learn strategies to reduce drama without blaming or shaming

#### **Competencies:**

Leadership, Coaching, Curiosity, Listening, Time Management, Prioritization.

#### 90 MINUTE AND HALF DAY SESSIONS AVAILABLE

#### THE ADAPTIVE PEOPLE MANAGER

Everything DiSC® Management is a classroom training or virtual personalized learning experience proven to increase the effectiveness of anyone in a management role. Participants deepen their understanding of themselves, their direct reports, and their own managers using the DiSC® model. They also learn how their management style influences their approach to decision-making, time management, and problem solving. Participants walk away with concrete strategies to help them adapt to the different styles of their direct reports in order to effectively direct, delegate, motivate and develop them, enabling them to bring out the best in their people.

#### **FULL DAY AND HALF DAY OPTIONS AVAILABLE**



### **TEAMS**



I strongly believe this information can be used to IMPROVE WORKING RELATIONSHIPS AND BUILD GOOD TEAMS

for any organization.

Just the right amount of knowledge transfer from a very insightful and capable instructor.



### CONDITIONS AND DYNAMICS OF HIGH PERFORMING TEAMS

Creating and maintaining top team performance remains one of the top 10 business topics of the past 40 years. High Performing teams are essential to meet the demands of a rapidly changing and complex world. Now more than ever, teams must come together to solve the problems of today and innovate for tomorrow. Building cohesive teams requires intentional, continuous effort and insight from leaders- something leaders fail to account for in most organizations.

This interactive session will introduce teams to the conditions and dynamics necessary for organizations to excel now and into the future.

## Participants will learn the key conditions for building and maintaining high performing teams including:

- Identifying traits of high performing teams.
- Building a set of healthy team norms.
- Understanding the stages of team development.
- Identifying potential threats and dysfunctions of a team and how to address them.

### HALF DAY, FULL DAY AND 2 DAY OPTIONS IN PERSON OR VIRTUAL DELIVERY



#### **HOW TO BE A GREAT TEAM MEMBER**

In this interactive session participants will be introduced to the Five Behaviors of a Cohesive Team<sup>TM</sup> model. Each participant will receive their own personal profile that shows how their individual personality style (DiSC® Style) works well, and may get in their way, when it comes to being an effective team member. They will see how their style shows up when it comes to Building TRUST, Engaging in CONFLICT (healthy debate) around Ideas, COMMITTING to decisions, holding one another ACCOUNTABLE, and achieving collective RESULTS.

The learning from this profile is transferable to any team a client works with, and the strategies are immediately practicable.

The session is designed to teach individuals how to become better teammates by redefining teamwork and collaboration and providing easily adopted principles that shape behaviors and create a common language that empowers people to rewrite what it means to work together.

#### HALF DAY AND FULL DAY OPTIONS AVAILABLE IN PERSON OR VIRTUAL DELIVERY

#### **TEAM AND GROUP COACHING**

Do you want to improve your Team's performance? Do you have Groups who want to embed and implement a training course? Are you developing internal coaches?

The implementation and benefits of group and team coaching are growing rapidly worldwide.

- It enhances professional development for people on the same team or groups of people with a common interest in learning.
- One reason is that it gives you the biggest bang for your buck!
- Group or team coaching is a very cost effective way of offering coaching to several people.

#### **CONTACT US TO LEARN MORE**



#### HIGH PERFORMING TEAM PROGRAM

Using the Five Behaviors®

The Five Behaviors® of a Cohesive Team is an assessment-based leadership training experience that helps groups and teams learn what it takes to build a truly cohesive and effective team in the most accessible, short-term, and effective way possible, using a world-class self-assessment and model. Participants will learn to understand their own DiSC style, empowering them to fully embrace and internalize the elements of the Five Behaviors® of a Cohesive Team—namely Trust, Conflict, Commitment, Accountability and Results.

#### **TRUST**

When team members are genuinely transparent and honest with one another, it forms a safe environment that creates and builds vulnerability-based trust.

#### **PRODUCTIVE CONFLICT**

With trust, team members are able to engage in unfiltered, constructive debate of ideas.

#### COMMITMENT

When team members are able to offer opinions and debate ideas, they feel heard and respected, and will be more likely to commit to decisions.

#### **ACCOUNTABILITY**

Once everyone is committed to a clear plan of action, they will be more willing to hold one another accountable.

#### **RESULTS**

The ultimate goal is the achievement of results, which is unlocked through implementing the model's principles of Trust, Conflict, Commitment, and Accountability.

Our High Performing Team Program is transformational for teams at any level, and change happens quickly. Reveal untapped collective potential, motivate every team member, develop excellent communication skills, orchestrate a symphony of exceptional teamwork to navigate complex challenges together, and enjoy team success.

#### **2 OR 3 DAYS IN-PERSON, OR A SEQUENCE OF SHORTER VIRTUAL SESSIONS**

ADD Everything DiSC® Management on Catalyst to help implement new behaviors in your work environment.

ADD GREAT FEEDBACK™, How to Hold Coaching and Development Conversations which complements the Five Behaviors®, especially Productive Conflict and Accountability

Note: This Program is designed qualify for the Canada-Alberta Job Grant



#### **TEAM MINDSET TRANSFORMATION PROGRAM**

Using The Leadership Circle's Collective Leadership Assessment

#### **Stage 1: Assessment**

The Collective Leadership Assessment™ (CLA) delivers a powerful litmus test of collective leadership effectiveness for teams or entire organizations. The CLA is a comprehensive view of where the team (and others in the organization if desired) view current collective leadership effectiveness compared to the desired collective effectiveness. The "gap" between current collective effectiveness and desired instantly reveals development opportunities.

The CLA uses the same proprietary Universal Model of Leadership™ framework built around the Creative/Reactive mindset as the Leadership Circle Profile. Where the Leadership Circle Profile focuses on individual leadership development, the CLA utilizes that framework for groups, teams, and entire organizations. The CLA measures the impact of collective behavior of a team.

#### HALF-DAY OR FULL-DAY IN-PERSON CLA DEBRIEF AND ACTION PLANNING

#### **Stage 2: Individual and team Transformation**

The Leadership Circle Profile and individual leadership coaching

The Leadership Circle Profile™ (LCP) provides a detailed snapshot in time, enabling leaders to answer the question: "How are my behaviors and mindset enabling or constraining my intended leadership impact and our business performance?"

The Leadership Circle Profile is the only instrument that measures the two primary leadership domains — Creative Competencies and Reactive Tendencies. It measures underlying beliefs and assumptions—the habits of thought that run much of our behavior. As leaders gain these insights, they have much higher leverage to make transformative change.

COACHING ENGAGEMENTS FOR EACH LEADER ARE USUALLY 10 X 1 HOUR SESSIONS OVER 6-8 MONTHS.



### WORKING WITH OTHERS

OUR LEVEL OF
EFFECTIVENESS
SIGNIFICANTLY
INCREASED right from
our meetings, to our
cohesion, shared
purpose and trust.





### HOW TO DEAL WITH DIFFERENCES, HIGH EMOTIONS & CONFLICT

Everything DiSC® Productive Conflict is a personalized learning experience that increases self-awareness around conflict behaviors and helps participants effectively respond to the uncomfortable and unavoidable challenges of workplace conflict. Rather than focus on a step-by- step process for conflict resolution, this training program combines the personalized insights of DiSC® with the proven science of cognitive behavioral theory to help participants recognize and transform their destructive habits into more productive responses. The result is improved workplace relationships that drive results.

HALF DAY AND FULL DAY OPTIONS AVAILABLE IN PERSON OR VIRTUAL DELIVERY

# UNDERSTANDING YOUR UNIQUE PERSONALITY AND HOW OTHERS CAN BE DIFFERENT

Everything DiSC® Workplace is a classroom training or virtual personalized learning experience that can benefit every person in the organization—regardless of title or position, department or function—in building more productive and effective relationships at work. It teaches participants to understand themselves and others, while learning to appreciate the different priorities, preferences, and values each individual brings to the workplace. With personalized insights and actionable strategies, participants learn how to adapt to the style of others, ultimately improving engagement, collaboration, and the overall quality of the workplace.

### HALF DAY AND FULL DAY OPTIONS AVAILABLE



#### HOW TO SHIFT CONFLICT FROM A LIABILITY TO AN ASSET IN YOUR WORKPLACE

The average employee spends 2.8 hours per week dealing with conflict. Unresolved conflict not only costs valuable time, energy and company resources, it is taking a mental and physical toll on our most valuable commodity - our people.

This interactive session will provide insights and tools to stop your organization from spending valuable time, energy and resources managing conflict to empowering your teams and team members to become to be self-sufficient, cohesive, and engaged team players.

### Participants will learn strategies for managing and reducing conflict in the workplace including:

- Identify their primary conflict style.
- Learn strategies for reducing and preventing conflict.
- Practice assertive skills to clearly communicate expectations and needs.
- Learn how to embrace conflict to create high performing, innovative team.

#### HALF DAY AND FULL DAY OPTIONS IN PERSON OR VIRTUAL DELIVERY

#### **INFLUENCING: IT CAN BE COLLABORATIVE**

Are you still searching the top 10 lists on how to influence others? Have any of them worked yet? The "secret" to influencing others star ts with understanding our own need and priorities and how we use these in trying to convince others with different needs and priorities. Using the Everything DiSC® personality tool, you will learn how to assess someone's most-likely style and use that information to strategically craft your message.

#### In this session you will:

- Discover the 4 DiSC® styles and 8 priorities used in communication and collaboration.
- Create your messaging for a conversation you need to have and practice it in a pair setting.
- Self-assess your messaging for matching to the 8 priorities and obtain feedback.
- Create an action plan to make it happen.

#### **Competencies:**

Leadership, Influencing, Communication, Self-Awareness

#### HALF DAY, FULL DAY AND 2 DAY OPTIONS



### COMMUNI-CATION

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The two day program is one of the **BEST HANDS ON LEARNING EXPERIENCES** I have taken to date.



#### **POWERFUL COMMUNICATION**

You communicate every day, but do you do it well? Are you able to "get your point across" or do you of ten feel misunderstood, dismissed or completely ignored?

Do people meet your expectations or are they consistently falling short?

Do you shy away from conflict and avoid situations where there might be misunder-standings, hurt feelings and discomfort?

Can you effectively motivate others and keep people on track and aligned with targets and goals? Your level of emotional Intelligence and your ability to connect and communicate power fully with others will set you apart in your personal and professional life.

This interactive session will bring greater awareness to the importance of effective communication and arm you with skills you can start using with your team today.

#### We will cover:

- Effective Listening skills.
- Navigating difficult conversations.
- Creating boundaries and utilizing direct communication skills.
- Saying what you mean and ensuring
- people understand your intent.

#### **FULL DAY**





#### POWERFUL LISTENING

Effective leadership is effective listening. Great leaders know that in order to motivate their team members effectively, they must understand them this begins with listening.

We would all like to consider ourselves "good" listeners, but are we really? What would it mean to move from good to great? What would be the impact on your teams if you REALLY heard what they were saying?

Participants of this session will learn the Three Levels of Listening and why an awareness of each level will enhance their ability to lead others from a place of trust and true understanding.

Build awareness of your tendency to lead with assumptions, judgments and biases in conversations with others, and how this can be shifted through simple, yet powerful listening skills.

Participants of this program report a reduction in interpersonal conflict time spent clearing up misunderstandings and greater trust within their team.

#### **HALF DAY**

#### POWERFUL QUESTIONS

Learn how to ask powerful questions and see your relationships transform.

Your ability to ask powerful questions rests on your willingness to be open to the unknown.

Showing curiosity towards our team members builds trust and empowers them to take responsibility for their actions, learning and development.

Participants will learn the difference between open and closed questions, the impact of asking questions that are directive and based on your agenda and the power of asking from a place of openness and curiosity.

#### **HALF DAY**

#### \*\* THESE THREE SESSIONS CAN BE COMBINED INTO A POWERFUL 2 DAYS FOR TEAMS



### MANAGING CHANGE

66

The workshop
was a great mix of
THEORY, ACTIVE
LEARNING, & QUICK
REFERENCE TOOLS
which really resonated
with the group.



# LeaderSharp Group

#### **INSPIRING AND LEADING CHANGE**

#### **Purpose:**

Use a strengths-based approach to support leaders in adding to their toolkit to lead change, see resistance in a new light and know how to use it constructively.

Are you frustrated that people are not "getting on the bus" with change that has already been communicated? Is change happening too fast or too slow and not sure what lever to pull to affect a shift in the right direction? Join us in experiencing where you are on the change curve with your personal situation/project and learn what leadership tools are most effective at each stage.

- Provide context to change by looking at the typical demographic groups allowing you to see yourself, others involved and what your role is based on best practices.
- Learn and apply the Emotional Change curve to a change you are involved in.
- Understand the best tools to use at each of the major change phases.
- Use the 3 intelligences to experience a shift in your mindset towards resistance.
- Using your own change/initiative/transition identify a source of resistance and apply the 4 Levels of engagement in a pair activity to generate new paths forward.

#### **Competencies:**

Change Leadership, Strategic Thinking, Emotional Intelligence, People Management

#### **HALF DAY**



#### RESILIENCE FOR CHANGE LEADERSHIP

#### Are you facing a lot of change or dealing with difficult decisions?

Are you feeling overwhelmed, stuck or helpless? Is there a sense that the ground is shifting under your feet? Are you finding that old ways of coping are no longer working? Being told to "get over it" or "get on with your life" is not helpful. In volatile and uncertain times a new set of self-leadership skills are needed. Join us in a playful session to discover your resilience and learn to ride the waves of change with ease.

Change is hard when imposed on us by others or disruptive forces and yet when we're driving change it has a completely different energy to it. We're going to harness that energy and support you in applying it to your current situation. You'll learn practical skills and tools to strengthen resilience while navigating uncertainty and complexity in a rapidly changing world. You will be physically active in this session-moving along a continuum of your current state and what's possible. Your challenges aren't going to disappear but you will see them in a new light and make shifts towards a more optimistic future.

#### **Competencies:**

Leadership, Resilience, Leading Self, Leading Change, Wellbeing, Complexity, Making Difficult Decisions

**HALF DAY** 



### WELLBEING

I would like to thank
LeaderSharp for their
EXCELLENT AND
ENGAGING workshop.
Their interactive
presentation style
was REFRESHING AND
FULL OF ENERGY.



# THE OXYGEN MASK: MANAGING YOUR ENERGY AND ENHANCING YOUR WELLBEING AT WORK

Are you feeling overwhelmed with all the juggling going on in your busy world? Are you finding that old ways of coping and balancing are no longer working? Organizations are demanding ever-higher performance from their workforces. People are trying to comply, but putting in longer hours only creates exhaustion, unhealthy work environments, and friction in other parts of our lives. You can replenish your energy in four important areas of your life by creating practices at work that re-energize you and build resilience.

#### In this session you will get a taste of:

- The four elements of wellbeing.
- Ways to manage your energy at work.
- Practical skills and tools to strengthen resilience while navigating uncertainty in a rapidly changing world.
- An opportunity to practice with a current situation.

#### **Skill Development:**

Leadership, Coaching, Curiosity, Listening, Time Management, Prioritization.

### 90 MINUTE AND HALF DAY OPTIONS AVAILABLE



#### STRATEGIES & TOOLS FOR CONQUERING STRESS

The International Classification of Diseases defines burn-out as "resulting from chronic workplace stress that has not been successfully managed." It is characterized by three dimensions:

- · Feelings of energy depletion or exhaustion;
- Increased mental distance from one's job, or feelings of negativism or cynicism related to one's job; and
- Reduced professional efficacy.

#### In this session you will learn:

- The drivers and impact of employee burnout
- The difference between toxic and positive stress
- The impact of stress in our day-to-day lives and work
- Strategies for coping with stress, both big picture and in the day-to-day
- Tools to build your mental wellbeing and resilience so you can better cope with stress and adapt to challenges.

#### 1.5 HR, HALF DAY, FULL DAY OPTIONS

#### **HOW TO DEVELOP YOUR PASSION, PURPOSE, & PERSEVERANCE**

Grit is defined as the passion and perseverance required to achieve long-term goals. Research has shown that grit is a better predictor of success than factors such as talent or IQ. With job demands and stress on the rise, building grit helps reduce burnout and promotes employee engagement.



#### In this session you will learn:

- Learn the definition of grit
- Reflect on the factors that impact your own level of grit
- Learn how to cultivate grit through factors such as:
  - Discovering and connecting your purpose to your life and work
  - Developing and maintaining a growth mindset
  - Practicing self-compassion
  - Harnessing social emotions, and
  - Avoiding stupid grit.

#### 1.5 HR AND HALF DAY OPTIONS

#### THE LEADERS ROLE IN CREATING HIGH EMPLOYEE ENGAGEMENT

Employee engagement is the key to better business outcomes - but what contributes to an employee's sense of engagement? Beyond individual factors, such as motivation, leaders must consider the significant role they play in creating a workplace environment conducive to engaged employees.

A workplace environment that promotes employee engagement focuses on reward and recognition, applying employees' strengths, having clear job expectations and a positive workplace culture. In this session you will explore these factors along with actionable, authentic ways to start building employee engagement today.

#### 1.5 HR AND HALF DAY OPTIONS



#### HOW TO CREATE A PSYCHOLOGICALLY SAFE & HEALTHY WORK ENVIRONMENT

Psychological health and safety in the workplace impacts the bottom line, contributes to employee performance and wellbeing and has become a legal imperative. As such, Canada developed a National Standard for Psychological Health and Safety in the Workplace in 2013, focused on mental illness prevention and mental health promotion.

According to The Standard, identifying psychological hazards in the workplace and assessing and addressing risks is a key component to developing and sustaining a psychologically healthy and safe workplace.

#### In this session you will learn:

- The importance of addressing psychological health and safety [PH&S]
- Common workplace hazards and the Standard's 13 psychosocial risk factors
- Evidence-based actions and tools to create a more psychologically healthy and safe work environment at the organizational, team and individual levels.

#### INTRODUCTORY, HALF DAY AND FULL DAY OPTIONS

#### **DEVELOPING PERSONAL PSYCHOLOGICAL SAFETY**

Workplaces and leaders play a large role in creating a psychologically healthy and safe work environment but there are things we can each do as individuals to promote our own personal feelings of safety and to help avoid burn out.

In this session, staff will learn how to build a sense of personal psychological safety in the workplace and ways to incorporate them into their daily habits.

#### **Topics include:**

- How to feel more comfortable with failure
- Self-compassion
- Developing a self-coaching mindset
- Asking for help

- Thought errors
- Curiosity
- Growth mindset



#### **HOW TO IMPROVE WELLBEING AT WORK**

Wellbeing is essential to a productive, effective and engaged workforce.

People who are thriving at work are more creative and innovative, and better able to persevere in the face of challenges. Research shows they also tend to be healthier and be seen as high performers.

What is the formula for thriving? Martin Seligman, the founder of Positive Psychology believes that each person's recipe for thriving is based on his Wellbeing Theory's PERMAH framework [Positive Emotions, Engagement, Relationships, Meaning, Achievement and Health].

Wellbeing can be highly contagious in teams and can increase psychological safety so in this session we will explore evidence-based, practical approaches to improve individual and team wellbeing at work using the PERMAH framework.

#### HALF DAY AND FULL DAY OPTIONS AVAILABLE

#### THE LEADERS RESPONSIBILITY FOR EMPLOYEE WELLNESS

Employee engagement is the key to better business outcomes - but what contributes to an employee's sense of engagement? Beyond individual factors, such as motivation, leaders must consider the significant role they play in creating a workplace environment conducive to engaged employees.

A workplace environment that promotes employee engagement focuses on reward and recognition, applying employees' strengths, having clear job expectations and a positive workplace culture. In this session you will explore these factors along with actionable, authentic ways to start building employee engagement today.

Gain a broad understanding and discussion of a leader's legal and moral responsibilities for employee wellness: understanding "the duty to ask"



#### Participants will gain:

- Increased leader confidence and competence to make the employee wellness conversation more approachable.
- A framework to guide the wellness conversation, and to then manage actions and responsibilities.
- Experience a live demonstration of how to apply the framework/tools.
- Practice using the framework.
- Toolkit of additional workplace and mental health resources to support leaders.

#### HALF DAY AND FULL DAY OPTIONS AVAILABLE

### MENTAL HEALTH LEADERSHIP AT WORK: THE ESSENTIALS EVERY LEADER MUST KNOW

Employer responsibilities are being redefined as the health, legal and business case continues to build for an organization's duty to protect, promote and accommodate not just the physical safety, but the mental health and safety needs of employees. A positive, productive, and supportive work environment can reduce the onset, severity, duration and impact of mental distress and illness. Employers, leaders and teams all have a role and responsibilities for employee well-being. During the Mental Health Leadership at Work course, leaders of all levels will develop their awareness and understanding of mental health and mental illness, as well as gain knowledge and skills for supporting and addressing these important issues. Learners will also achieve clarity on their accountability for, and strategies to improve and impact overall employee well-being in the workplace.



### Learning Objectives: By the end of this session, which involves group discussions and activities, leaders will be able to:

- Explain the benefits and importance of employee well-being in the workplace.
- Account for possible indicators of mental health and mental illness.
- Engage in a conversation and support a team member with a potential mental health challenge or illness.
- Identify psychosocial factors for a psychologically safe and productive work environment.
- Develop commitments to create a healthy, positive, and inclusive workplace.

#### **HALF DAY**

#### **RESILIENCY AND THE 3 VITAL QUESTIONS**

This course is based on the book "3 Vital Questions" and "The Power of TED" by David Emerald and is a workshop format that involves group discussions, videos and activities,

The primary outcome of this course is a learning experience that helps everyone—at any level, in any role— to discover what it takes to move from drama and a problem orientation to an outcome orientation. Explore how to be more resilient and relate in empowering ways by influencing shifts in both yourself and those around you. This course considers three primary questions: Where are you putting your focus? How are you relating? What actions are you taking?

#### **Learning Outcomes:**

#### By the end of the course, participants will be able to:

- Grasp the first Vital Question Where are you putting your focus? Are you focused on problems or outcomes?
- Explore the second Vital Question How are you relating to others, your experience and yourself? Are you producing or perpetuating drama? Or are you empowering others and yourself, as a creator, challenger and coach?
- Work through the third Vital Question What actions are you taking? Are you merely reacting to the problems or taking creative action (including solving problems) in service to outcomes?

#### HALF-DAY OR FULL DAY



### MINDSET

### 66

## I am still **SEEING POSITIVE EFFECTS**

from our session last week, and we are already incorporating the language and IDEAS INTO DISCUSSIONS.





### NEUROSCIENCE 101: PREPARING FOR GROWTH AND CHANGE

If you are ready to take control of your growth and development and understand the systems and practices that lead to better habits, healthier happier relationships and successful professional life, this workshop is built for you.

In this introductory session, you will learn tools that will help you shape intentional thoughts that build better habits to get you closer to the life and business you want. You will learn why "habits can' t be broken", why change is so hard, and why even your best "best intentions" can get hijacked in a moment of conflict, stress and uncertainty.

#### **90 MINUTE AND HALF DAY OPTIONS**

### A GROWTH MINDSET IS A SUCCESS MINDSET

The right mindset is more important than innate ability when it comes to achieving success.

#### You will learn concepts including:

- The difference between a Growth versus Fixed Mindset.
- Why there is no such thing as breaking a bad habit.
- The learning pathway and where many people get stuck or give up.
- How to use past failures and setbacks to increase your chances of success tomorrow.

#### HALF DAY AND FULL DAY OPTIONS



#### **REDEFINING SUCCESS**

The secrets to success is in defining it.

What is success? And why do we wait to feel "happy" until we've achieved it?

Why does success feel so elusive, temporary and of ten "just out of reach"?

Why do some seem to "have it"? While others miss "it" by a mile?

If you feel like you are on a never-ending climb to the top and waiting to be happy once you've reached it, this session is for you.

### This session will shift your perception of success (in your personal and professional life) so you can:

- Consistently reach your goals and targets.
- Feel more satisfied, joyful and confident.
- Feel confident you are moving in the "right" direction.
- Recover quickly from setbacks and failures.
- Motivate yourself and your team for the long term.
- Stop comparing and start focusing on what creates fulfillment for you.

#### **90 MINUTE AND HALF DAY OPTIONS**

#### **EMBRACING FAILURE TO PROMOTE A CULTURE OF INNOVATION**

Without psychological safety, teams are unwilling to take risks and innovate for the future.

High performing teams understand the need for social and psychological safety to innovate. Innovation requires risk - it asks that we do something that we've never done before. Innovation is as much an action as it is a mindset.

This workshop will provide an overview of the key activities employees can engage in with their colleagues and their teams to build the sense of safety required to say what needs to be said, share alternative perspectives, make mistakes and be creative and

innovative in their work.

#### **90 MINUTE AND HALF DAY OPTIONS**



#### QUIETING THE INNER CRITIC AND MANAGING IMPOSTER SYNDROME

If you've ever doubted yourself, thought that everyone else "has it together, is more capable, more prepared or more experienced", If you have ever stopped yourself from taking risks,

showcasing your abilities, and living fully and authentically, then this session is built for you. The Inner Critic is present anytime you limit your ability, your opportunities or your experi-

ences because of doubt and fear. And even when you get there, Imposter Syndrome will lurk in the dark corners of your mind-telling you be careful, because eventually you will be found out.

This session will create greater confidence and remove the limiting beliefs we place on ourselves so we can take action on the things that will bring more joy and satisfaction to our lives.

#### We will cover:

- · How to Identify the Inner Critic and,
- The Value of the Inner Critic.
- The 5 Strategies to Quieting the Inner Critic.
- Strategies to Manage Imposter Syndrome.
- How to connect with the Inner Guide so you can make decisions with clarity and confidence.

#### 90 MINUTE, 1 DAY AND 2 DAY OPTIONS

#### **INCREASING YOUR EMOTIONAL INTELLIGENCE TO INCREASE SUCCESS**

Emotional Intelligence is the strongest predictor of personal and professional success. EI (also refer red to as EQ and EIQ) is a set of emotional, social and relational skills that guides the way we perceive, understand and express ourselves; connect with others; manage interpersonal exchange; cope with challenges; and apply emotional information in an effective, meaningful way. As our world becomes more complex and we experience an accelerated rate of change, the need for high Emotional Intelligence continues to increase. The development of EQ in all positions and industries is critical to help organizations to innovate, grow and excel.



This session will introduce you to the concept of Emotional Intelligence and help you to identify opportunities to increase your El and the positive outcomes associated including:

- Superior problem solving
- Better decision making
- Superior/lasting relationships

- Enhanced customer satisfaction
- More effective leadership
- Improved performance/productivity

#### 90 MINUTE, FULL DAY AND 2 DAY OPTIONS

#### TRANSFORMATIONAL LEADERSHIP COACHING

Using the Leadership Circle Profile

The Leadership Circle Profile<sup>TM</sup> (LCP) provides a detailed snapshot in time, enabling leaders to answer the question: "How are my behaviors and mindset enabling or constraining my intended leadership impact and our business performance?" The Leadership Circle Profile is the only instrument that measures the two primary leadership domains — Creative Competencies and Reactive Tendencies. It measures underlying beliefs and assumptions—the habits of thought that run much of our behavior. As leaders gain these insights, they have much higher leverage to make transformative change.

Unlike a typical leadership assessment, the LCP 360° leadership assessment gathers feedback from all levels a leader needs to be competent – bosses, associates, and peers, and direct reports to evaluate a leader's leadership skills, attitudes, influence, overall effectiveness, and other key leadership competencies. Leadership Circle Profile is unique because it is the only 360° assessment that measures Creative Competencies and Reactive Tendencies, combining leadership's inner and outer attributes. This 360-degree assessment feedback gives the leader greater insight into how they are perceived, including strengths and current limitations in their leadership effectiveness.

COACHING ENGAGEMENTS FOR EACH LEADER ARE USUALLY 10 X 1 HOUR SESSIONS OVER 6-8 MONTHS.



THE WORLD NEEDS BETTER LEADERS