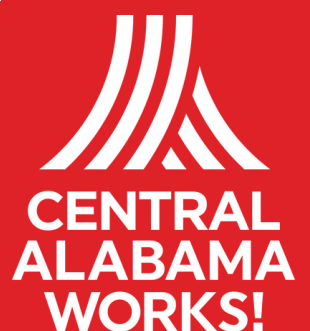


# LEADERSHIP 2 COURSE OUTLINE

**2024**

Instructions Provided By:  
**AIDT**





# Regional Workforce Leadership Training

## *Leadership 2 Course Outline*

### **I. Personality Style Inventory**

- A. Extroverts/Introverts
- B. Sensors/Intuitives
- C. Thinkers/Feelers
- D. Judgers/Perceivers

### **II. Diversity/Inclusion**

- A. Introduction
- B. Definitions
- C. Visually Imperceptible Inequities
  - 1. Examples of Micro-Affirmations
  - 2. The Antidote: Micro-Affirmations
- D. Changing Your Personal Approach to Inclusion
- E. Showing Respect
  - 1. Different Ways of Conveying Respect
- F. Lead by Example
  - 1. Be Part of the Solution
  - 2. Respond with Grace while Setting the Record Straight
  - 3. Speak Up if You Hear Off Novice Behavior
- G. The “Fair” Way to Manage Diversity
  - 1. Feedback
  - 2. Assistance
  - 3. Inclusion
  - 4. Respect

### **III. Conflict Management**

- A. An Introduction to Conflict Management
  - 1. What is Conflict?
  - 2. What Causes Conflict?
  - 3. When Should You Step In?
  - 4. What is Conflict Resolution?



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### **III. Conflict Management**

#### B. Approaches to Conflict Resolution

1. Negotiation
2. Competition
3. Avoidance
4. Compliance

#### C. Dealing With Upset Behaviors

1. Behaviors to Avoid

### **IV. Motivating and Coaching Employees**

#### A. What is Motivation?

#### B. Extrinsic vs. Intrinsic Motivation

#### C. Creating a Motivational Environment

1. Provide Interesting and Stimulating Work
2. Set Challenging but Achievable Goals
3. Provide the Right Rewards

#### D. Coaching

1. What is Coaching?
2. Introducing the G.R.O.W Model
3. Identifying the First Step
4. Getting Motivated
5. Reaching the End
6. Transitioning the Employee