



# Comprehensive Empowerment

## Key Leadership tools for “bosses”

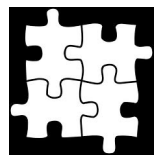
At work, it is regular to become eligible for a function where we have to lead other people. In order to be respected by the old & new colleagues, the boss, the customers, the partners, the suppliers and the rest of the company, it is imperative to have the correct mindset and the right tools.

### What is in it for me in this workshop?

- Being respected as the boss: credibility & responsibilities
- Defining goals, tasks and instructions
- Giving positive and developmental feedback on performances
- Handling inappropriate behaviors
- Motivating the team members
- Helping the team members in self-confidence
- Managing the different priorities
- Delegating
- Handling objections



Understand



Integrate



Practise

**Keep intuition and instinct - Add structure and strategy!**

Comprehensive Empowerment - Avenue du Domaine 181/11 Domeinlaan, Bruxelles 1190 Brussel  
T-F +32 2 346 64 17 - M +32 475 44 14 63 - info@comempower.com - www.comempower.com



# Comprehensive Empowerment

## Agenda

## Methodology

### DAY 1

- Good “boss” descriptors
- Setting SMART goals
- Giving instructions - defining tasks
- Building performance indicators
  
- Bad listening
- Active listening
  
- What is Feedback?
- Difficulties linked to Feedback
- Positive Feedback on performances
- Developmental Feedback performances
- Together or individually?



Subgroup Discussions



Role Plays/ Exercises



Tools, Models, Methods

### DAY 2

- Motivating the team members
- Dealing with self-confidence
  
- Managing the different priorities
- Delegating in the right conditions
  
- Challenging interactions
- Handling objections
- Managing inappropriate behaviors
- Giving and Receiving constructive criticisms



Illustrative Videos



Role Plays/ Exercises

**Keep intuition and instinct - Add structure and strategy!**