

# Leadership Edge Certification Course

Course Duration: 15 Days

## Topics & Details

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### Introduction to Leadership Edge:

- ★ **Lesson 1: Leadership Fundamentals**
  - Define leadership vs. management
  - Identify top traits of effective leaders
- ★ **Lesson 2: Self-Awareness & Emotional Intelligence**
  - Assess your personal leadership style
  - Explore EI competencies for leaders
- ★ **Lesson 3: Vision & Strategic Thinking**
  - Craft a compelling team vision
  - Align daily actions with long-term goals
- ★ **Lesson 4: Building Trust & Psychological Safety**
  - Techniques to foster interpersonal trust
  - Create a safe environment for open ideas
- ★ **Lesson 5: Effective Communication for Leaders**
  - Practice active listening and clear messaging
  - Tailor your communication to different audiences
- ★ **Lesson 6: Motivating & Inspiring Teams**
  - Leverage intrinsic vs. extrinsic motivators
  - Use storytelling to ignite team passion
- ★ **Lesson 7: Delegation & Empowerment**
  - Identify which tasks to delegate
  - Empower team members with clear accountability
- ★ **Lesson 8: Decision-Making & Problem-Solving**
  - Apply the 5 Whys and decision-matrix tools
  - Balance data analysis with intuitive judgment
- ★ **Lesson 9: Coaching & Mentoring Skills**
  - Ask powerful, open-ended questions
  - Guide growth without taking over

★ **Lesson 10: Feedback & Performance Management**

- Use the SBI (Situation-Behavior-Impact) model
- Set and track SMART performance goals

★ **Lesson 11: Conflict Resolution & Negotiation**

- Diagnose sources of conflict
- Negotiate win-win outcomes

★ **Lesson 12: Change Management Essentials**

- Lead teams through change curves
- Communicate change clearly and empathetically

★ **Lesson 13: Team Dynamics & Diversity**

- Leverage diverse strengths for better outcomes
- Foster inclusion and high-performance collaboration

★ **Lesson 14: Leading Virtual & Hybrid Teams**

- Best practices for remote engagement
- Use digital tools to maintain team cohesion

★ **Lesson 15: Continuous Improvement & Leadership Plan**

- Reflect on your learnings and set next-steps
- Create a personalized leadership action roadmap

