Leadership Behaviors and Communication

This one-day course involves two areas of behaviors: action and communication. The first section involves identifying behaviors common to effective leaders. The second section introduces you to the art of communication.

I. Leadership Behaviors
   · Know Thyself
   · Lead by Example (Set the Example) (Role Model)
   · Focus on the Situation or Behavior, Never the Individual
   · Evaluate Performance and Provide Feedback
   · Communication

II. Vehicles and Delivery Methods
   · Group Meetings
   · Individual Meetings
   · Newsletters and Magazines
   · Bulletins
   · E-Mail
   · Videotapes

III. The Secrets Behind Effective Communication
   · Group Meetings
   · Individual Meetings
   · Newsletters and Magazines
   · Bulletins
   · E-Mail
   · Videotapes