

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