

In your first job, or maybe in your second (or your third) you probably had some leaders who worked in a way you did not really like. You may have said to yourself, "When I become a leader, I will NOT do that." As time goes by, you get the chance to take a management role, or maybe you start a company and lead others for the first time.

So now that it is your turn, what are you going to do?

When you first become a leader, you have a chance to start off well, make a good impression on others, and build some momentum for a great future. Or, you could just mess everything up. This session is designed to get you started in the right direction as you make the transition from employee to leader.

As a leader you have new responsibilities and new relationships, and the sooner you understand those, the sooner you will be at your most productive. This seminar helps you learn what you need to do first, and what you need to get right, in order to be a success in your first leadership role.

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Now, it's up to you to lead those experts.

### WHAT YOU DO

As an employee, it was up to you to be an expert. Now, it's up to you to lead those experts. Your responsibilities include managing (resources) and leading (people). We will start by looking at how you enable your employees through effective planning and by helping them build the relationships they need to be effective. Then we will help you learn to motivate, improve and sustain your employees' high performance.

### HOW YOU DO IT

You know what needs to be done, but we will also explore the best ways to make it happen. How do you change your working style when you go from being an employee to being a leader? We will work on developing an effective communication style, and understanding how to have important conversations such as employee feedback or career path discussions. We will also examine how you can relate to your employees in a way that boosts their productivity, as opposed to relating to them in a way that gets you into trouble.

### WHAT DO YOU DO FIRST?

As a new leader you will help yourself if you can get some "quick wins" to build momentum, improve your confidence, and demonstrate your abilities. The first impression you make is the impression that people have of you for a long time. We will learn how to identify those opportunities and decide what you can do to make them happen.