



LEADERSHIP SKILLS III

Date: Thursday, November 15, 2018

Time: 8:00 a.m. – 4:00 p.m.

Place: Prattville Area Chamber of Commerce,
131 North Court Street, Prattville, AL 36067

Cost: \$15.00 per person

TO REGISTER: Call (334) 365-7392 or visit
www.prattvillechamber.com.

Sponsored by: Prattville Area Chamber of Commerce Economic Development Committee

Course Outline

- **Emotional Intelligence**
 - What is emotional intelligence?
 - Personal competencies
 - Skills in emotional intelligence
- **Personal Accountability/Professionalism**
 - The problem of no accountability
 - Developing personal accountability
 - What is professionalism?
- **Transformational Leadership**
 - Transactional vs. Transformational
 - Aspects of transformational leadership
 - Components (4 I's) of transformational leadership
 - Benefits of transformational leadership
 - Do's and Don'ts of transformational leadership
- **Change Management**
 - Is change necessary?
 - Workplace changes
 - The change process
 - Responsibility of managing change
 - The four phases of change
 - The change cycle
 - Resistance to change
 - Change concerns
 - Tools to help the change process

AIDT **Leadership Development** training programs introduce team leaders, supervisors, and managers to effective leadership responsibilities, communication skills, teamwork, and motivation techniques. Large or small businesses in Autauga County are invited to send personnel to this one-day training course that focuses on continued **advanced topics of supervision**.

Individuals that attended the Leadership I and II courses are encouraged to take Leadership III and earn the final certificate in the series: **AIDT Certified Leader III Certificate**. Seats are limited to the first 20 participants, so call and make your reservations early. Attendees must be present and pass a written exam to earn the certificate.

Mark Your Calendar

**Register to attend the AIDT
Certified Leader III Certificate
Training Course November 15!**