

## New Ways of Leading Teams and Groups

**Length:** 1 Day

**Summary:** In this course, you will learn how to build your team, improve teamwork and collaboration, and sustain team performance through continuous learning and improvement. Specifically, you will learn new ways of best practices for composing a team and aligning individual and team goals. You will also learn how to establish roles, build structures, and manage decision making so that your team excels. This course will also help you manage critical team processes such as conflict resolution and building trust that have a profound impact on your team's performance.

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### COURSE CONTENT

#### **BUILDING A TEAM**

- Leading Groups: Model the behavior and attitudes
- Leading Teams: Characteristics of a team
- Symptoms of Dysfunction

#### **LEADING WITH INTERPERSONAL SKILLS**

- Leading with a Growth Mindset
- Leading with Emotional Intelligence
- Leading while Managing Conflict

#### **TRAITS OF A LEADER**

- Strong Work Ethic
- Positive Attitude
- Good Communication Skills
- Time Management Abilities
- Problem Solving Skills
- Acting As a Team Player
- Working Well Under Pressure
- Ability to Accept and Learn from Criticism
- Flexibility/Adaptability
- Self-Confidence

#### **WHAT IS YOUR LEADERSHIP STYLE**

- Authoritative
- Affiliative
- Coercive
- Coaching
- Democratic
- Pacesetter

#### **LEADING TEAMS AND GROUPS WITH EFFECTIVE COMMUNICATION**

- Communication is a group effort
- Non-Verbal Communication
- Listening Tips
- Think Before You Speak

#### **LEADING WITH DIVERSITY AND INCLUSION: MANAGING TIME AS A LEADER**

- Time Management Skills