

ELEVATE IN 90 DAYS

CAREER · LEADERSHIP · YOU

10 Secrets of Highly Effective Leaders

Over the last 20 years of working with CEOs, Directors, Managers and Team Leaders I've observed that the most effective leaders take a series of steps that others don't - steps that every people leader could take to immediately elevate their leadership capability and career.

I've built a leadership program based on these 10 'secret steps', called Elevate in 90-Days.

This practical, fast-paced and easy-to-implement training addresses self-leadership, building teams, running effective one-on-one sessions, establishing a strategic leadership calendar, mentoring, communication, building your brand, career planning and more.

The program is delivered over 12 weeks in 20-minute weekly lessons via a dedicated training portal, with a focus on learning, implementation, support and built-in accountability.

The ten secrets are delivered over 12 weeks:

Week 1. Elevate your passion, purpose & potential

Self-actualisation, driving your career & your development

Activities include:

1. Purpose
2. Craft your WHY (Simon Sinek)
3. Values activity
4. Self-reflection questions
5. High level goal setting

Week 2. Establish your strategic recurring leadership calendar

Calendar system to secure time for strategic thinking, capability and career planning, 1:1 time with various people (direct reports, management, stakeholders, mentors) & key meetings (quarterly, monthly, weekly).

Week 3. Drive your leadership capability development planning (+ competency self-assessment)

Leadership competency self-assessment to build awareness of expected leadership skills and identify strengths and areas for development.

Week 4. Feedback is a gift

A system and worksheets to seek out feedback from key people in the business to build awareness, certainty and capability.

Week 5. Delivery planning and managing expectations

A system to plan out delivery on a quarterly basis and secure buy-in from management and team.

Week 6. Elevate your leadership with a simple strategic communication strategy

Monthly email communication system to build visibility of self and team, celebrate achievement, build relationships across the business and provide vision.

Week 7. Embed a system for 1:1 meetings to engage, manage and lead

How to establish a template for effective 1:1 meetings (with reports and direct manager) to address both leadership and management activity.

Week 8. Meetings that engage and align your team to deliver

Part 1: Strategic meetings calendar

Part 2: Leading with meetings

Week 9. Develop team leadership awareness and capability – assessments x 2

Elevate team leadership skills.

Week 10. Build your network, knowledge & brand with mentors

A system for engaging multiple informal mentors across a year.

Week 11. Elevate your career planning

- Career reflection
- Mindset shifts required
- Success path planning & leadership ladder
- Revisit activities from week 1

Week 12. Summary to revisit and embed the learnings

Summary and completion report.

Summary

- 12 Weekly video lessons delivered via an online training system
- A structured and consistently framed approach to help assimilate the information with ease
- Each module provides a tool or system
- Built-in accountability system for additional support by the manager

Fees per person

Program fee - \$1490 including GST

10% Discount for 10 or more participants

Full program overview with videos:

<https://madleaders.mykajabi.com/elevate-menu>