

## **AMA-2130: The Voice of Leadership: How Leaders Inspire, Influence and Achieve Results**

Course Code: 2130

Duration: 4 days

Instructor-led Training (ILT) | Virtual Instructor-led Training (VILT)

### **OVERVIEW**

Learn to develop grace under fire and inspire others when giving speeches and presentations.

This fast-paced, results-oriented leadership communication training is uniquely designed to strengthen your leadership communication skills modeled on the world's best communicators. You'll learn practical techniques to shape your leadership messages, hone an authentic leadership voice and engage in powerful conversations that achieve results

### **SKILLS COVERED**

After taking this course, you should be able to:

- Improve your leadership communication skills
- Build greater buy-in, trust and loyalty
- Demonstrate grace under fire and defuse tension
- Overcome resistance to change
- Motivate followers and inspire them to action
- Rally support in difficult situations

### **WHO SHOULD ATTEND?**

Experienced managers and executives and anyone who aspires to a leadership position or who is expected to provide leadership.

### **PREREQUISITES**

There is no prerequisites required to attend this course.

### **MODULES**

#### **Module 1: The Voices of Effective Leaders – Past and Present**

- Describe typical situations requiring specific leadership communication skills and assess how well you use the language of leadership in these situations
- Identify five traits of effective leadership communication and assess how well you demonstrate those traits

#### **Module 2: Finding Your Leadership Voice**

- Learn the two components of a leader's voice
- Describe several leadership communication styles and describe your dominant style

#### **Module 3: Crafting Compelling Messages That Inspire Action and Produce Results**

- Pinpoint the desired results of your leadership message by using a results matrix
- Shape your leadership message

#### **Module 4: Setting the Stage for Powerful Communication**

- Pick the right forum for leadership communications and create a winning setting for your key messages
- Overcome stage fright and communication anxiety

### **Module 5: Taking the Lead**

- Generate presence and charisma that command respect
- Send clear messages that maximize audience understanding

### **Module 6: Setting the Direction You Want Others to Travel**

- Communicate a clear mission and inspire vision and values
- Delegate authority in ways that prompt others to take responsibility

### **Module 7: Influencing and Inspiring Others into Action**

- Identify the factors that demotivate
- Light a fire in the hearts of others

### **Module 8: Coaching, Counseling and Mentoring for Improved Performance**

- Stimulate and guide authentic coaching, counseling and mentoring sessions

### **Module 9: Addressing Tough and Touchy Topics in Ways That Defuse Tension**

- Handle conflict and hostile disputes

**END OF PAGE**