

Rightrack ... a little bit of magic

**Rightrack to Leadership**  
a 9 day programme



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### Introduction

This 3 module programme is designed to help people develop the skills and knowledge to become successful leaders in today's modern businesses.

### Approach

This is a modular programme that consists of 9 days usually structured as: Module 1 - 5 days, Module 2 - 2 days and Module 3 - 2 days. Modules can either be purchased individually or as a complete leadership development package

As an additional option available to you, we have had each individual module recognised by the Institute of Leadership & Management as an ILM Development Programme. This provides external recognition for the programme, with participants receiving a certificate from the ILM for each completed module and a year's ILM Membership. If all modules are completed then participants also gain a certificate for the Righttrack to Leadership ILM Development Programme.

If the ILM Development Programme option is taken, participants need to attend 72 taught hours (9 days). No formal exams are required.

### Outline

#### Welcome to Leadership - 5 days

This module provides an in-depth introduction to the role of the leader and includes:

- Understanding the role of team leader
- Differences between leadership and management
- Leadership characteristics
- Self analysis of styles
- Learning to learn
- Basic management tools



### Developing your Team - 2-days

In this module we focus on understanding and developing members of the team. This includes examining:

- Motivation and delegation skills
- How teams grow and develop
- The roles people adopt in teams
- Interpersonal skills
- Performance management
- Development techniques

### Leading your Team - 2-days

This module focuses on leadership itself and provides an in-depth understanding of leadership styles and how to apply this to real life situations. It includes:

- Understanding of Action Centred Leadership
- Leading different people in different situations
- Getting the best from the team
- Leading the team through change
- Managing communications



## Programme Options

This is an in-company programme with the following options:

<b>Available Packages:</b>	<p><b>Ready-to-Go</b> - An 'off-the-shelf' training programme delivered by one of our training specialists at a location of your choice</p> <p><b>Customised</b> - We tailor our ready-to-go programme to meet your needs, including your case studies, your examples and your company specific information. Company branded programmes also available</p> <p><b>Bespoke</b> - We research, design and deliver the programme specifically for your needs</p> <p><b>ILM</b> - We can design this to be eligible as an Institute of Leadership &amp; Management Development Programme, which can provide external recognition for your programme</p>
<b>Duration:</b>	Modular – 9 days
<b>Materials:</b>	Folder, workbook, handouts, pen and certificate of attendance
<b>Support:</b>	<p><b>Research</b> - Pre-programme research visit or telephone discussion</p> <p><b>Administration</b> - Printing and packaging of delegate materials and liaison with your chosen venue for programme arrangements. Additional administration options available</p> <p><b>Evaluation</b> - Post-programme evaluation and a consultant's report providing feedback on the programme</p> <p><b>Rightrack Membership</b> - Lifetime on-line post-programme support via our dedicated delegate website and access to the training consultant who will answer any questions relating to the programme</p>
<b>Dates &amp; Location:</b>	To suit you
<b>Delegates:</b>	Up to 12 people
<b>Style:</b>	Rightrack programmes are energetic, exciting and highly participative, which create an impact and motivate participants to learn and embrace change
<b>Learning Methods:</b>	We utilise a blend of learning methods: practice sessions, group workshops, scenario-driven learning, assignments, self managed learning, shared group learning, accelerated learning and structured group learning

