



Enhancing
Leadership & Personal
Effectiveness

**Assessment, Insight &
Improvement Plans**



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Successful people understand themselves, how their behavior impacts others and how to capitalize on their behavioral strengths. One of the best ways of improving your personal and leadership effectiveness is by identifying your personal style disposition and behavioral tendencies. Your personal style disposition determines how you perceive the world, other people and how you act or react to those around you. Knowing this allows you to adjust your approach to bring the best out of yourself and others.

The **DISC Enhancing Leadership & Personal Effectiveness** workshop's primary goal is to help you fully understand your personal style, be able to adapt it to meet the demands of the situation and have a more positive impact on others.

High D = Dominance / Driver
High S = Steady / Amiable

High I = Influence / Expressive
High C = Conscientious / Analytical

Objectives/Benefits

- ◆ Understand the psychological and motivational attributes of each style: Dominant/Driver, Influencer/Expressive, Stable/Amicable & Conscientious/Analytical.
- ◆ Identify the positive and negative attributes inherent in each style.
- ◆ Learn how personal style determines how you react to others.
- ◆ Learn four quick ways to judge the personal style of others.
- ◆ Develop improvement plans to determine what you need to continue, start and stop doing to bring out the best in your primary style.
- ◆ Create personal improvement plans to enhance your personal effectiveness with bosses, peers and/or direct reports.
- ◆ Learn how to maximize your full potential by using behavioral approaches of your least used style.
- ◆ Determine the styles that are and are not complementary to each other.
- ◆ Learn how to overcome the incompatibility between different styles.
- ◆ Examine different approaches to managing conflict.
- ◆ Determine the type of work environment and leadership approach best suited for each style.
- ◆ Understand how your personal style may change under stress.
- ◆ Explore how a team's combination of personal styles impacts its effectiveness and how to compensate for a lack of certain styles.

Process: The **DISC Enhancing Leadership & Personal Effectiveness** workshop is offered as an in-house program. This course is a highly active and interactive learning experience. After assessing your style, you learn about yourself and the range of styles available to you through learning simulations, personal analysis, small group discussions, presentations and personal consultation with the workshop leader.

Who Benefits: The DISC workshop has also proven beneficial to professional, support and technical staff, team members and employees at every level. Managers, program managers, supervisors and team leaders have found this to be an excellent learning event. It is an outstanding learning experience that serves people and teams well.

Resource Material: You get a workshop manual that also serves as a valuable reference long after the workshop is over. Also included is the DISC Personal Profile assessment system and other valuable handouts.

Tuition: The tuition for the in-house DISC Personal Style Workshop is \$3600 for a day long workshop with a minimum of class size of 15 participants. The tuition is \$175 for each additional participant. The tuition includes the DISC Personal Profile Assessment Survey, a comprehensive DISC Workbook/Reference Manual, all handouts, personal style reports and all administrative costs. Travel related expenses are billed in addition to the tuition.

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Satisfaction: When participants compare our programs with others they say:

- ◆ By far more informative and most helpful.
- ◆ The program is well structured.
- ◆ More complete and thorough program than the other programs I have attended in the past.
- ◆ The material is excellent and the instructors are very helpful.
- ◆ Fast paced and energetic.
- ◆ Not only gives you the theory but also provides the process to put it into application on-the-job.
- ◆ The best prepared program I have attended in 25 years of working.

Agenda Overview

Welcome & Session Overview

- ◇ Goals & Outcomes
- ◇ Three Spheres of Excellence: Personal Style, Leadership/Management Competencies & Organizational Culture
- ◇ Establish the Learning Community

Understand Personal Motivational Goals & Personal Style

- ◇ Affiliation — Goal of Inclusion
- ◇ Power — Goal of Control
- ◇ Achievement — Goal of Perfection
- ◇ Security — Goal of Predictability

Understanding Your Personal Style

- ◇ Personal Style Assessment & Charting
- ◇ Simulation: Understanding Personal Style Frustrations & Recruitment Campaign

Personal Style & Leadership Effectiveness

- ◇ Overview of Styles:
 - High D's — Dominance/Driver
 - High I's — Influence/Expressive
 - High S's — Steady/Amiable
 - High C's — Conscientious/Analytical

- ◇ Strengths & Weaknesses of Each Style
- ◇ Personal Style Improvement Plans — Analyze Your Dominant & Least Dominant Styles for:
 - Start doing. . .
 - Stop doing. . .
 - Continue doing. . .

Adapting Your Style & Complementing the Style of Others

- ◇ Learn How to Read the Style of Others
- ◇ Situations/Styles of Others
- ◇ Develop Personal Improvement Plans for Having a More Positive Impact on others:
 - Bosses,
 - Peers and/or
 - Direct Reports
- ◇ Learn Conflict Management Approaches that Work Best With High Ds, Is, Ss & C.

Analyze How Team's Composition of Styles Impacts Team Effectiveness

- ◇ Team Composition Analysis
- ◇ Small Group Discussion

Finalize Your Personal Improvement Plans

We are pleased to offer our **DISC Enhancing Leadership & Personal Effectiveness** workshop as an in-house program. The content and process draws on our 36 years of consulting experience in the areas of leadership, team and organizational development with major companies and organizations worldwide. You'll find this a productive and enjoyable learning experience, with immediate on-the-job application. It is our emphasis on translating personal insight into on-the-job improvement plans that makes our **DISC Enhancing Leadership & Personal Effectiveness** workshop different and very effective. — *Frank Petrock, Ph.D.*

The **LEAD**  **Institute**

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Training & Education for Personal, Leadership, Team & Organizational Effectiveness

We have worked closely with our clients to develop processes for leading and managing change since 1971. These services, in addition to our LEAD Institute for High Potential Managers, include leadership, team and organizational development. Over the years we have also had the opportunity to create outstanding employee and management development workshops to support our planned change consulting work.

These workshops, which are listed below, are now offered as stand-alone sessions in half-day, full-day or multi-day programs on an in-house basis.

Leadership Skills and Style Development Program
Transforming Organizational Culture *for Performance Improvement*
DISC *Enhancing Leadership & Personal Effectiveness*
Organizational Factors That Impact Human Performance
Leading & Building Teams *for Performance Improvement*
Conflict Management Skills & Strategies
Decision Making & Problem-Solving Strategies
Respect & Recognition Workshop Team Work & Appreciating Diversity
Effective Presentations: Enhancing Style, Impact & Involvement
Creativity & Innovation in the Workplace
Innovation & Breakthrough Thinking
Innovation: Discovering the Future Through Weak Signal Detection
Lean Six Sigma Overview & Introduction

Please contact us if you'd like more information on the content of any of these workshops, who would conduct them, fees and scheduling. And, if you want, we can talk about developing a workshop specifically to meet your needs.

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