

Kentucky Leadership Academy

1. Leadership Roles
 - a. General Styles
 - b. Importance of leadership
 - c. Leadership Skills
 - d. Identifying group behavior roles
 - e. Adapting your leadership style for the right situation
2. Communication Skills
 - a. Forms of communication
 - b. Methods to communicate effectively in the workplace
 - c. Understanding non-verbal communication
 - d. How to be a more engaging speaker
 - e. Communication planning scenarios
3. Decision Making
 - a. Culture and diversity
 - b. Understanding the decision making cycle
 - c. Culture and diversity in the workplace
 - d. Strategies for effective teamwork to understand cultural differences
 - e. Decision making scenarios
4. Dealing with Conflict
 - a. Causes of workplace tension
 - b. Simple decision making process
 - c. Conflict resolution in a leadership position
 - d. Finding the right negotiation style
 - e. Workplace conflict scenarios
5. Effective Advocacy
 - a. Defining advocacy
 - b. Recognizing confrontation vs. advocacy
 - c. Tips for being an effective advocate
 - d. How to bring about change
 - e. Self- and systems-level advocacy scenarios
6. Partnership and Collaboration
 - a. Purpose of forming partnerships
 - b. Types of partnerships
 - c. Group-effectiveness
 - d. Strategies for collaboration and collaborative leadership
 - e. Team charters