

ELEVATE

LEADERSHIP SERIES

NO COST

3 LEVEL

LEADERSHIP PROGRAM

Through engaging discussions, interactive exercises, & thought-provoking activities, participants will gain an understanding of principles and practices that distinguish **extraordinary leaders** from the rest.



BEGINNING MARCH 5



**TUESDAYS 6-7:30 PM OR
WEDNESDAYS 1-2:30 PM**



HUBCAP WALLINGFORD
128 CENTER STREET
WALLINGFORD, CT 06492

TUITION SPONSORED BY



United Way
of Meriden and Wallingford



LEVEL 1 (8 WEEKS)

BUSINESS ESSENTIALS

LEVEL 2 - (8 WEEKS)

MASTERCLASS

LEVEL 3 - (MONTHLY)

ROUND TABLE TALKS

GET ON THE LIST

INFO@HUBCAPWALLINGFORD.ORG
for more information & link to application

COMMUNITY ↔ BUSINESS ↔ EDUCATION

ELEVATE

LEADERSHIP SERIES

COURSE OUTLINE

WEEK 1: EXPLORING LEADERSHIP: THE JOURNEY WITHIN

Develop self-awareness and emotional intelligence to enhance leadership effectiveness
Discuss personal leadership style
Identify roadblocks and strategies to break through them

WEEK 2: TIME MASTERY: EFFICIENCY, ACCOUNTABILITY & GOAL ATTAINMENT

Explore time management techniques to maximize personal and professional efficiency
Establish accountability mechanisms for goal achievement
How to evaluate and prioritize tasks based upon importance, urgency and overall goals

WEEK 3: MASTERING WRITTEN COMMUNICATION, CRITICAL THINKING & ETIQUETTE ESSENTIALS

Cultivate professional etiquette in written and verbal communication
Enhance written communication for clear concise messaging
Evaluating, analyzing various business situations to solve problems and make informed decisions

WEEK 4: LEADING FROM EVERY LEVEL: THE ART OF MANAGING UP

Understanding the concept of managing up and the impact it has on organizations
Develop strategies to effectively communicate and collaborate with superiors
Cultivate influence and leadership presence at all levels within organizations

WEEK 5: EMPOWERING GROWTH: BUILDING STRONG FUTURES

Fostering a growth mindset for all
Identifying growth opportunities
Creating a plan for continuous learning

WEEK 6: SPEAKING WITH IMPACT

Enhance vocal and nonverbal skills to engage and influence others
Public speaking strategies that ease any stress and deliver for your audience
Understanding how you communicate and the effect on others

WEEK 7: CONDUCTING EFFICIENT MEETINGS: FROM AGENDA TO ACTION

Design and conduct meetings with clear objectives and agendas
Facilitate productive discussions and decision-making during meetings
Implement strategies to follow up on action items and ensure accountability

WEEK 8: THE POWER OF TEAMWORK

Develop leadership skills in guiding and motivating teams toward a common goal
Fostering a team culture that promotes open communication and trust
Understanding the dynamics of effective teamwork and collaboration

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COURSE OUTLINE

WEEKS 1 -5: NAVIGATING LEADERSHIP AND MASTERING THE 5 LEVELS

Each week, participants will gain valuable insights and skills corresponding to the 5 Levels of Leadership based on John Maxwell's book. From understanding their own leadership journey to learning how to lead and influence others. This 5-week journey is packed with opportunities to develop your leadership and influence.

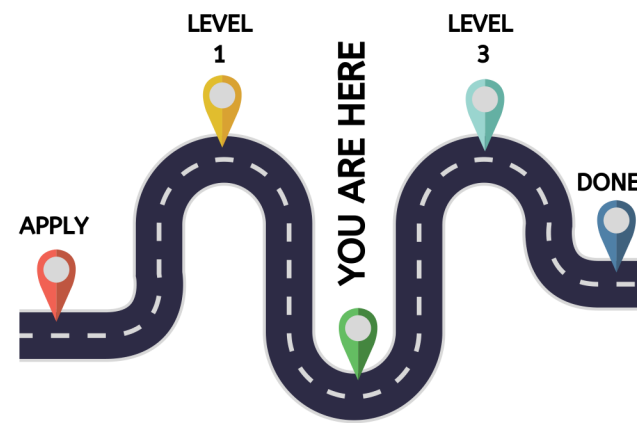
WEEKS 6-8: UNLOCKING YOUR POTENTIAL: THROUGH RELATIONSHIPS, EQUIPPING, ATTITUDE AND LEADERSHIP

Participants will learn the value of building meaningful relationships and how equipping themselves and others drives success. We will explore how your attitude influences your results and your leadership style through practical exercises and discussions. Participants will be equipped to unlock their full potential in both personal and professional spheres,

Great leaders don't set out to be a leader, they set out to make a difference. It's never about the role, it's always about the goal.

—Lisa Haisha

ONE
TWO
LEVEL



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COURSE OUTLINE

3 MONTHS – 1 TIME PER MONTH

Facilitated monthly round tables to discuss progress, roadblocks and celebrate your success. Post series consultation and reflection.

The leadership program is designed to unfold over consecutive weeks, spanning from **March** to the third week of **June**. This strategic scheduling allows participants to engage in a progressive and immersive learning experience, fostering the development of leadership skills in a structured and comprehensive manner.

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Becoming a leader is synonymous with becoming yourself. It is precisely that simple and it is also that difficult.”

—Warren G. Bennis

GET ON THE LIST

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to **apply** for the program

