

Power Skills that Lead to Exceptional Performance

Course Description

This 1-day seminar is for leaders, those who aspire to be leaders, and all employees who desire to take their performance to a higher level.

Do you have the Power Skills needed to achieve the level of success you desire? Power Skills are a top asset in today's ever-changing workplace. This seminar identifies the most important Power Skills to master on projects and in the workplace to perform at your best and to think and act effectively for success. Your personal limitations at work are directly impacted by your willingness and tenacity to deliberately embrace and execute on these Power Skills.

Power Skills include soft skills, people skills, behavioral skills, and personality traits that come into play virtually every day. You are fully accountable for your ultimate success and this seminar demonstrates how to think and act to achieve the success you most desire. Not only can the wisdom in this course boost your career, but the course materials also serve as a valuable personal mentor that you can return to for advice, encouragement, and inspiration for years to come.

But this course does far more. It describes Power Skills that, if taught and nurtured to *all* employees of an organization or company, will result in the organization continuously and holistically evolving. Adopting these Power Skills can lead to *exceptional performance* both for individuals and for their organizations.

The Power Skills discussed include *Break the rules occasionally, Never avoid necessary confrontation, Think for yourself, Manage daily to your top three priorities, Routinely practice boldness and courage, Decide who you chose to be, Be a good actor, and so much more.*

The Power Skills include those that are day-to-day foundational, for team building, for interacting with your leaders, and for driving innovation with disruptive thinking. Power Skills give you the real power to get your job done effectively and efficiently. It places the accountability for your actions squarely on you.

As a bonus, a module is included to learn how to drive innovation with disruptive thinking. A mastery of the Power Skills can help you and your organization become a formidable competitor that others are striving to catch up to. Better to be the disruptor than the disrupted.

Instructor and best-selling author Neal Whitten welcomes you to come along for a potentially transformative and game-changing ride on your quest for exceptional performance.

Course Length

1 day (8 hours)

PMI Talent Triangle

8 PDUs (6-Power Skills, 2-Business Acumen)

Who Should Attend?

- Leaders or those who aspire to be leaders. Examples of leaders are project managers and team leaders, managers, executives and any other leadership positions in a company, institution, or government.
- All employees who desire to take their performance to a higher level. The Power Skills presented can benefit all employees in becoming more productive, accountable, and valuable contributors to their organizations and companies.
- Anyone who is in some way affected by disruptive innovations from market competitors. In other words: *Everyone!* Everyone needs to learn disruptive thinking and protecting their jobs and companies through disruptive innovations.

Prerequisite

Only an open mind and a desire to become a more productive and effective leader and team member.

Your Seminar Experience Includes

- Identifying 24 foundational Power Skills to embrace every workday
- Identifying 15 Power Skills that serve as shared values for a team
- Identifying 17 Power Skills to demonstrate while interacting with your leaders
- Exercise: Questionnaire for self-assessing your mastery of the foundational Power Skills
- Exercise: Determining the top 3 Power Skills of importance to you
- Exercise: Developing your personalized Performance Improvement Plan
- Learning how to drive innovation with disruptive thinking
- Revealing why many companies suffer harmful disruption
- Identifying the Power Skills of a disruptive innovative thinker
- Identifying actions your company can pursue to spur disruptive innovation
- Introducing the 10X Rule
- Receiving many handy 1-page takeaways that you can reference back in the office
- Identifying your top three takeaways from the course as an individual/group exercise

Seminar Size

A group size of 20-30 attendees is optimal for in-depth discussions.



Course Outline

- Introduction
 - What are Power Skills?
 - What does exceptional performance look like for an individual?
 - What does exceptional performance look like for an organization?
 - What's in it for you?
- Foundational Power Skills (24)
 - Be your own bold self
 - Take care of current business
 - Be a role model by your leadership
 - Use constructive interactions to improve
 - Be your best whole person
 - Exercise: Self-assessment questionnaire
 - Exercise: Deciding top three Power Skills to focus
 - Exercise: Creating Performance Improvement Plan
- Power Skills for a team (shared values) (15)
 - Take accountability for your responsibilities
 - Support the team by your personal behaviors
 - Identify a set of shared values
- Power Skills for interacting with your leaders (17)
 - Communicate with your leaders
 - Take ownership of your performance
 - Build a reputation
- Power Skills that drive innovation with disruptive thinking
 - Defining disruption
 - Disruptive innovation
 - Company examples of disruptive innovation
 - Why companies get disrupted
 - Power Skills of a disruptive innovative thinker
 - How to support your team while practicing disruptive innovation
 - Company actions to spur disruptive innovation
 - Steps in the search for disruptive innovation
 - The 10X Rule
- Course quiz
- Identify your top three takeaways from the class