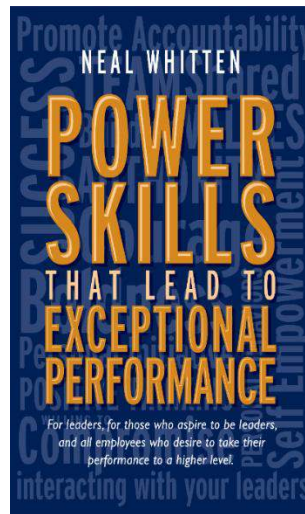


Power Skills that Lead to Exceptional Performance



Note: This workshop is based on Neal's newest book of the same name: Power Skills that Lead to Exceptional Performance. This no-nonsense, Power Skills workshop teaches all members of a project or organization how to grow their personal value and team contribution. It is likely one of the most valuable 2-day training investments that you can bring to your organization. Bold statement? Judge for yourself! It may very well be the accountability, inspiration, and encouragement you have been looking for.

Course Description

This workshop 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 workshop identifies the most important Power Skills to master on projects and in the workplace to promote accountability and perform at your best. Your personal limitations at work and across your life are directly impacted by your willingness and tenacity to deliberately embrace and execute on these Power Skills.

Implementing some of these Power Skills may initially cause your palms to sweat and your heart to race. But if you choose to strive to be the best version of you, this workshop and the book from which it is derived can serve as a valuable mentor that you can return to for advice, encouragement, and inspiration for years to come.

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 workshop promotes accountability and demonstrates how to think and act to achieve the success you most desire.

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

The Power Skills discussed include *manage daily to your top three priorities, break the rules occasionally, never avoid necessary confrontation, think for yourself, routinely practice boldness and courage, make decisions as if you own the business, 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, Power Skills for collaborating within your team, and Power Skills for interacting with your leaders. 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.

Instructor and best-selling author Neal Whitten welcomes you to come along for a potentially transformative and game-changing ride in your personal pursuit of the adventure called life. Don't be surprised if the workshop has the effect of changing your life trajectory.

This stuff really works!

Course Length

2 days (14 hours)

PMI Talent Triangle

14 PDUs (Power Skills – 14.0)

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. This also includes independent entrepreneurs.
- 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.

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
- Attendees' testimonials where their bold personal initiatives made a difference



- 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
- 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

Class 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

Course quiz

Identify your top three takeaways from the class