

## **MoASBO Administrative Leadership Development Program 2022-2023**

*Missouri ASBO Certification for Intentional Leadership* consists of 10 modules delivered over the course of one year. This Drama Free Leadership course is designed to assist leaders become more confident leaders with a high level of job satisfaction. Confident leaders are efficient leaders. They naturally develop future leaders from within their team members as well as facilitate the integration of new leadership from outside the team when needed. This Intentional Leadership is the result of acquiring the skills associated with emotional intelligence.

### **Module 1: You Teach What You Know but Produce Who You Are**

- *Increase your skills for effective self-management*
- *Receive a Personal Constraints Analysis measuring 32 components of emotional intelligence*
- *Develop a personal Leaders MAP (Massive Action Plan)*

### **Module 2: Changing Behavior to Change Results**

- *Learn how to harness your team's emotion to produce faster motion*
- *Receive The Values Clarifier for measuring peoples' capacity*
- *Develop the skills to defuse emotionally charged situations so your team members make logical and better decisions*

### **Module 3: If You Can See It, You Can Change It**

- *Learn the two skills for giving effective feedback*
- *Learn how to emotionally detach from issues to increase the speed of change*
- *Master the four components of effective meetings*

### **Module 4: Creating Ownership Within Your Team**

- *Learn the two components for effective discussions*
- *Move from adult to child interactions into adult-to-adult communication with your team*
- *Develop a system for clarifying expectations for faster results*

### **Module 5: Developing a High Trust Environment**

- *Learn the 10 trust building skills you need to create buy-in*
- *Master the skill of "demanding debate" to remove the "elephants in the room"*
- *Develop the one skill needed to quickly increase the level of trust with everyone*

### **Module 6: Mastering Motivation**

- *Learn the eight reasons why anyone does anything and how to use it in your leadership*
- *Master the skill of language to increase people's motivation level*
- *Develop two coaching skills that remove the emotional drama that kills motivation*

### **Module 7: The Confidence Protector: Manage a Leaders Greatest Asset**

- *Learn how to utilize courage to increase your competency*
- *Discover why your team procrastinates and learn efficiency strategies to accomplish movement*
- *Develop your personal competency to manage negativity*

### **Module 8: The Goal Funnel™**

- *Learn a proven process to develop action plans out of every obstacle*
- *Discover a system to train your team's mindset about obstacles so they become more creative*
- *Master the Excuse Buster Formula™ so you eliminate people's excuses*

### **Module 9: Mastering the Story™**

- *Learn three skills that help leaders control the narrative*
- *Discover how to have hard conversations that don't create residual drama*
- *Master the art of shaping the story so you create an efficient team culture without the drama*

### **Module 10: The Coach's Toolkit**

- *Learn how to format questions to keep your team proactive instead of reactive*
- *Master the two-part process for helping shape people's thinking style*
- *Develop the two tools you need to create problem solvers in your organization*

Each of the 10 modules is a one-hour interactive workshop with action steps to be applied in the work environment. Each module builds on the previous module reinforcing key concepts. The delivery of this training over the course of one year gives participants the time needed to utilize all the skills they learn and develop a level of proficiency in those skills before adding new skills to master. Participants who complete the training will be awarded a certificate of completion.