Helping YOU make YOUR world a great place to live, work and do business.

LEADERSHIP DEVELOPMENT PROGRAM

Enroll online today at cpd.boisestate.edu or call (208) 426-1709
THE LEADERSHIP DEVELOPMENT PROGRAM

Become a Leader that People Will Follow

As a participating leader, you will be immersed in fast-paced, hands-on learning experiences culminating in practical, on-the-job application. This four-part program is led by the Center's instructional team consisting of proven leaders from a variety of fields who all have one thing in common: a passion for developing others.

Day and custom options are available.
Please visit cpd.boisestate.edu or call (208) 426-1709 for current dates.

You Will Learn:
• Characteristics and skills of a trustworthy leader
• Principles and practices that develop people to be the best they can be at what they do
• Necessary abilities for creating and improving high-quality work processes
• Principles for creating a work culture that will outlive the leader’s presence

So That You Will Be Able To:
• Develop leadership qualities and competencies that people will follow
• Create an environment where people achieve their best
• Use proven processes to meet and exceed customer expectations

Location: Boise State Meridian Center
Fees: includes all materials
Full Series: $2,520 per person
Each Part: $655 per person
Groups: Group discounts are available for three or more participants registering from the same organization for the same course, at the same time.
Call (208) 426-1709 for more details.

Instructors:
Tricia Burns, MBA, is currently Adjunct Faculty for Boise State University’s Multidisciplinary Studies. She also provides leadership training through Boise State’s Center for Professional Development. Tricia has worked in training capacities for most of her 20-year professional career and is known for the engaging approach she brings to workshop facilitation. In addition to her work at Boise State, Tricia has experience in healthcare and government agencies, providing training, needs analysis, program development, program management and grant writing.

Jeremy Graves brings 17 years of nonprofit leadership and experience into the classroom. He has developed leaders from all walks of life and has cultivated strategic partnerships both nationally and internationally. Jeremy’s passion for strong leadership development coupled with his deep understanding of the role of the team in successful leadership has produced emerging leaders. He holds a doctorate degree in transformational leadership and has developed many sustainable community partnerships throughout his career in the nonprofit world.
MANAGING SELF

“Leadership is not something you do—it’s something you are.”
– T. Lautzenheiser

Examine the five core values of self-management: managing authority with humility, communicating effectively, managing time with purpose, displaying and maintaining emotional health and achieving personal versatility.

You will:
• Formulate a personal development plan based on self-assessment
• Create a prioritized work schedule to maximize personal effectiveness
• Identify the causes and potential solutions for miscommunication
• Practice adapting leadership styles to a variety of follower needs

LEADING OTHERS

“The job of a leader is to help people become the best that they can be at what they do.” – R. Greenleaf

Examine the essentials of leading others: creating a climate of trust where people thrive, discovering and developing the skills and talents of individuals, building team cohesiveness and productivity.

You will:
• Formulate a strategy for developing a climate of mutual trust
• Identify and meet employee motivational needs
• Write and communicate performance expectations
• Lead supportive and corrective coaching sessions
• Participate in and identify the four stages of team development

MANAGING PROCESSES

“If a person can’t describe what they do as a process ... they don’t know what they are doing.”
– W. Edwards Deming

Learn and practice process improvement in the following areas: customer care, project management, decision-making, problem solving and delegation.

You will:
• Match job assignments to the right employees
• Develop a template for improving work processes
• Analyze a customer experience to identify areas for improvement
• Apply the seven-step decision-making process to work decisions
• Facilitate the eight-step problem-solving process

LEADING FOR LEGACY

“Egocentric leaders leave a mess. Charismatic leaders leave a hole. But effective leaders leave a legacy.” – P. Bentley

Discover the five areas of leading for legacy: thinking and planning strategically, building alliances and relationships that produce win-win results, making ethical decisions that uphold and strengthen the core values of the organization, creating open and honest lines of communication and initiating and driving meaningful changes.

You will:
• Formulate a long-term strategic plan
• Use solution-focused negotiation skills
• Identify and discuss ways to communicate to senior leaders
• Demonstrate the use of ethical decision-making tools
• Create a template for implementing and organizational change