

Leading with Integrity

A leadership program with a genuine difference

More than ever before, business ethics is a hot issue with serious implications for all Australian organisations.

Whilst heightened awareness in this area has driven greater vigilance at senior levels, middle and frontline management remain as areas of high-risk for many organisations.

Leading with Integrity is an intensive program designed to assist middle and frontline leaders to step beyond fear and apprehension and embrace high ethics as a lever for organisational and personal success.

// Unless companies become serious about building their capacity to deal with ethical issues, they will find life increasingly hard to bear. What is needed is a serious commitment to develop ethical cultures...

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Good ethics is good business...

Now more than ever, the success of your business hinges on the performance of your leaders. At the same time, the conduct of all organisations has never been under more intense scrutiny.

Leading with Integrity is an intensive program designed to assist middle and frontline leaders to step beyond fear and apprehension and embrace high-ethics as a lever for success.

The program works on the assumption that customers, employees and investors want more than mere value for money. *Leading with Integrity* develops what they are also looking for in their engagement with organisations: meaning, dignity and integrity in the workplace.

In recent times the program has generated outstanding results at leading organisations including Exxon Mobil, KFC, The Wilderness Society, and V/Line.

Who should do this course?

Leading with Integrity is designed for middle and front line managers and team leaders with direct responsibility for staff. It is a performance-focused program which builds on participants' experience and strengths, to assist them to provide outstanding ethical leadership to their teams.

Program Methodology

Each workshop focuses on learning as a process, utilising real business issues and the skills and experience within the group.

Goal setting is a central part of the learning process. Early in the program, participants set and monitor practical, work-based goals.

Workshops are specifically designed to accommodate a variety of learning styles. Accelerated learning techniques are utilised in creative, dynamic workshops.

The program involves eight 3 hour modules delivered in any format you prefer - one per week, two per day for four days.....the choice is yours.

Learning Process

Leading with Integrity begins with a reflection on individual values and management style before progressing through a series of modules focussing on practical leadership issues. At each stage, participants are invited to analyse leadership challenges in the context of prevailing ethical and professional challenges.

Program content...

Integrity in the workplace...

The word “integrity” is derived from the verb “integrated”. When we are integrated (our actions with our values) we have and act with integrity. In this session participants look closely at their own values and how their actions - both in their work and personal lives - align or diverge from these values. Workplace policies covering ethical behaviour are discussed, as are common questions about ethics in today’s market and the concept of Emotional Intelligence. The session encourages honest self-reflection on the way we are living our lives.

- What is “integrity”?
- The value of values
- Mission and vision statements
- Integrating values and vision
- Strategic planning based on values

Setting the direction...

Successful people set, monitor and achieve goals. Moreover, they secure the buy-in of colleagues to create shared goals. This session is an exploration of the vital elements of effective goal setting. Participants closely examine their own time management habits and identify ways to achieve both personal and group targets, goals and KPIs. The path is set for effective and powerful goal setting throughout the program.

- Designing and achieving SMART goals
- The importance of planning and tracking
- High Payoff versus Low Payoff Activities
- The importance of prioritizing

program modules

integrity in the workplace

team dynamics

setting the direction

progressive coaching

personality type

high performance & ethics

leadership type

leading through change

Personality type...

Participants explore their preferred ways of perceiving information and of making decisions, as identified through the widely used psychological tool, the Myer Briggs Type Indicator (MBTI). The emphasis is on self-awareness and understanding difference in both the workplace and our personal lives.

- Utilising the MBTI
- Identifying personality dimensions and your own preferences
- Understanding personality differences
- Increasing self awareness

Leadership style...

Building on the previous reflection on personality type, this session allows participants to explore their own leadership style, clearly identifying strengths and exploring strategies for managing possible areas for development. The session also offers an exploration of strategies for effective management and team development.

- Understanding our own management style
- Identifying the strengths and challenges of different managers
- Examining the way different managers respond to stress
- Strategies for dealing with high-stress situations
- Strategies to utilise strengths and manage areas of weakness within a team

Team dynamics...

No leader is an island. Understanding and managing both individual team members and the way the team works as a whole are pivotal to strong leadership and business success. In this session participants gain an understanding of the characteristics of high-performing groups and the strategies leaders can employ to develop these characteristics in their own teams.

- The difference between a team and a group
- Task, maintenance and individual needs in teams
- Stages of group development
- “Group think”
- Norms of effective groups

Progressive coaching...

Any organisation is a network of conversations and relationships. The quality of these is a major determinant of organisational morale, performance and productivity. Developing the skill of coaching in leaders serves to increase conversational proficiency. In this session participants identify and practice the competencies used in effective workplace coaching.

- What is “coaching”?
- When to coach
- The four basic principles of learning
- Coaching as a process
- Skills to coach with impact

High performance & ethics...

Performance management is not simply something we do when things go wrong. Effective performance management begins when an employee begins a new role, and continues via feedback and follow-up throughout the employment cycle. If performance counselling and discipline procedures are required, they must be conducted with the utmost caution and professionalism. In this module the performance management process is made simple and straightforward.

- Setting and communicating clear expectations
- Observation and feedback
- Performance planning via appraisals
- Performance counselling
- Discipline procedure

Leading through change...

Organisational change is no longer something that happens every few years. This module provides tools and knowledge to utilise organisational change to increase productivity and efficiency whilst maintaining a happy and harmonious workplace. The change process is examined whilst participants work on using effective tools to deal with the many aspects of managing change.

- Proactive thinking
- Planning and communicating change
- Implementing change
- Involving others
- Consolidating new learning

Workplace Training Advisory Australia works closely with Australia’s leading organisations to foster workplaces that embrace continuous learning as a critical pathway to success.

WTAA’s sophisticated approach to identifying training needs and opportunities reduces risk and ensures that developmental interventions are closely aligned with commercial objectives.

Major service areas include leadership development programs, short courses, executive coaching services, and work/life balance programs.

Our nationwide team of consultants are hand-picked for WTAA’s various specialist areas. To chat to your local WTAA office, call 1300 138 037.



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