



CERTIFICATE IN COLLABORATIVE LEADERSHIP

DESCRIPTION OF CERTIFICATE

Being a manager or a leader at a high level takes a unique skill set. These positions are demanding and stressful. They involve motivating employees, creating a culture that inspires good morale, positivity, growth, and productivity, and making decisions that can dramatically affect the future of their business and/or organization, on top of handling many different types of employees. It takes a special and unique type of professional development to be applicable to managers and leaders.

The *Certificate in Collaborative Leadership* is that special and unique type of professional development. In this Certificate, participants will discuss, in detail, the critical competencies to be a leader at a higher level in order to maximize their influence and inspire employees. Our cutting-edge facilitators will also give participants strategies and practical tools to exude charisma, confidence, calmness, and positivity to their employees and fellow executives, as well as give opportunities to practice and refine these skills. Participants will focus on how to create a truly inclusive and safe workplace, which will translate into making a positive, happy yet growth-focused and productive workplace.

At the end of this Certificate program, participants will be at a new level in terms of leadership and management, and better positioned to create and/or maintain a business or organization that is thriving in terms of growth, productivity, and human resources.

**Completion of the New Managers Certificate – or equivalent experience/training – is highly suggested prior to taking the Certificate in Collaborative Leadership.*

WHY TAKE THIS CERTIFICATE?

With all of the demands faced daily, many higher-level leaders and managers neglect their own professional development while focusing on giving their employees every chance to grow and succeed. Also, it takes a very focused and specific type of professional development in order to make a difference for higher-level leaders and managers. The *Certificate in Collaborative Leadership* is designed to provide exceptional professional development that keeps in mind the demanding nature of their position, in terms of time requirements, structure, and activities.

If someone has completed the New Managers Certificate, the Certificate in Collaborative Leadership is the next level in professional development for leaders/managers. After completing The *Certificate in Collaborative Leadership*, participants will have the knowledge and abilities to make a fundamental change to their organization in order to improve the work environment, morale, and productivity, and be able to influence others with enhanced inspiration, promotion and engagement skills. This Certificate will make a major difference for participants, and by extension, their organization.

COURSE STRUCTURE

This Certificate will be delivered in a hybrid approach, featuring both virtual and in-person courses. Each course will feature short lectures, group work and chances to practically use the knowledge obtained, in an engaging, informative and enjoyable manner.

DEVELOPING LEADERSHIP COMPETENCIES (6 HOURS)

The foundation to leadership success is the development of core competencies. This full-day course will focus on leadership competencies, skill development and effective behaviours that will lead to enhanced leadership and superior performance in the workplace. Learn about key Leadership Competencies, what they mean in practice, the differences between management and leadership, and how they fit into the big picture of your strategic objectives and leadership style.

Three categories of core competencies will be explored: interpersonal – how leaders interact with their teams, partners and stakeholders (emotional intelligence, building relationships, character leadership, mobilizing people, leading others, collaboration and conflict management), logistical – the skills that leaders use to plan and execute projects (vision, strategy, promoting innovation, guiding change, decision making, task delegation and achieving results) and internal - how leaders perceive themselves and their commitment to growth (self-awareness, leadership style, growth mindset, integrity, respect, and accountability).

Tools and techniques will be shared as well as examples of leadership competencies in action.

Bonus: All participants will complete an EQi Leadership assessment prior to the course, and receive a twenty-seven page report that outlines their strengths and weaknesses/areas of improvement across fifteen leadership competencies as well as four leadership styles.

MAXIMIZING RESULTS WITHIN AN EVERCHANGING WORKPLACE (6 HOURS)

The workplace has always been a fluid, changing environment. However, with the changes brought about by a global pandemic and rapidly changing technology, the workplace has gone through massive change over the past two-three years. How does a leader navigate these constant changes and ensure they are maximizing effectiveness while meeting the needs of their employees?

In this course, participants will discuss challenges and solutions around achieving results in the everchanging workplace, as well as be given knowledge, tools, and practice experience on how to achieve more efficiency and maximize results despite constant technological changes, expectations from employees, and employees working from home. At the end of this course, participants will have the confidence to be able to create a culture that fosters growth and effectiveness within the workplace while thriving within its constant change.

MENTAL HEALTH AT WORK: HEALTHY, INCLUSIVE WORKSPACES AND SELF-CARE (6 HOURS)

Leaders play an important role in creating the type of environment that promotes mental and emotional well-being, a sense of belonging, and an atmosphere where employees feel safe to discuss these topics in the

workplace. On the contrary, executives often promote self-care for their teams, but too often disregard their own mental health needs. Today's leaders are expected to be many things to many people, which often leads to extraordinary amounts of stress and pressure. Being able to balance the challenges of work with the importance of self-care is a critical leadership quality. In order to lead healthy workplaces, it is important for leaders to demonstrate that they value their own mental and physical health and build a positive environment for themselves and their employees. This module consists of:

- » Strategies for improving workplace well-being and creating a healthy, inclusive and supportive working environment for employees.
- » Awareness of the 13 psychosocial factors that can impact the mental health of employees in the workplace and discuss methods for promoting psychologically safe working environments.
- » Defining core principles of inclusivity in the workplace, recognizing responsibilities related to diversity, equity and inclusion and being an ally and an advocate for inclusion.
- » Reflect and explore self-care activities/opportunities to mitigate stress and enhance mental health, while developing an action plan to role-model self-care as a leader.

UNLOCKING YOUR LEADERSHIP ABILITIES: RISE UP, LIFT OTHERS, ENGAGE (12 HOURS)

This two-day course will challenge and inspire participants to take their leadership competencies to the next level. Embracing next-level leadership excellence will be explored through two days of interactive learning designed to challenge. Self-exploration of competency will be the course journey, challenging participants to reflect on the practical skills needed to:

- » Inspire others to enable action and progress
- » Engage teams
- » Influence people and environments
- » Overcome challenges through resilience building
- » Effectively coach and mentor others
- » Instill courage and confidence around us
- » Be a champion for change and continuous improvement
- » Build accountability for results
- » Recognize progress and lead celebration