



Human
Resources

LSE Introduction to Leadership Programme

Programme Outline

Introduction

We are pleased to be able to introduce the new LSE Introduction to Leadership Programme for professional services staff in management roles at bands 7 & 8 who may aspire to be senior managers and directors of the future.

The programme has been designed to help these staff collectively lead and deliver the Schools emerging strategy over the next few years. The workshops will be focused on providing participants with an opportunity to explore the practical applications of leadership theories.

The Programme

The Programme has a number of core elements which are designed to support individuals with the development of their management and leadership skills and requires a commitment of 9 days spread over a 10 month period. The format will be long half days with preparation and pre-reading completed in advance of the workshops as the session itself will be focussed on discussing the practical implications of the topic area and how to apply this back in the work place. Therefore participants should be prepared to spend additional hours outside of the workshops reading materials, undertaking 'homework' and preparing for the next session so that the time in each module is used to full effect.

The programme modules will cover:-

- ❖ Introduction & Launch Event
- ❖ Leadership & Management
- ❖ Managing Yourself
- ❖ Managing Stakeholder Relationships
- ❖ Managing Staff Performance
- ❖ High Performing Teams
- ❖ Manager as a Coach
- ❖ Presenting with Impact
- ❖ Closing session

Getting Started

There will be an introductory workshop launching the overall programme, explaining the format and the steps the participants will be taking as well as introducing some of the core concepts of the programme such as mentoring and the final group presentations. The workshop will also include an opportunity to explore what it means to be a leader at the LSE within the context of Higher Education. Participants will then use a set of diagnostic tools to understand their personality and strengths.

Developing a Personal Development Plan

Each participant on the programme will put together their own Personal Development Plan and Learning Log. These should then be agreed with their line manager as part of their ongoing 121s and incorporated into CDR discussions.

Mentoring

Each participant on the programme will be assigned a Mentor to work with and receive support from within the School. Mentoring is a process of developing a working relationship between two people, where one of the pair is an experienced person working with a less experienced person to help that individual to develop expertise, knowledge and confidence. This is a core element of the programme.

Programme Outline

The core workshops

Each participant will attend nine long half-day modules over the 10 month period of the programme.

Workshop 1: Introduction & Launch Event

This workshop covers:-

- An Introduction to the Programme
- Understanding personality and strengths
- Time Management
- Self-development planning

Workshop 2: Leadership & Management

This workshop covers:-

- The distinction between leadership and management
- Management in the context of the LSE
- The engagement gap and key tools to use

Workshop 3: Managing Yourself

This workshop covers:-

- Emotional intelligence and its importance as a leader
- Self-management and emotional resilience

Workshop 4: Managing Stakeholder Relationships

This workshop covers:-

- Communication and influence
- Assertive communication
- Negotiation skills

Workshop 5: Managing Staff Performance

This workshop covers:-

- The purpose tree – getting from vision and strategy to operational planning
- Goal setting and performance assessment
- Giving effective feedback_and raising performance

Workshop 6: High Performing Teams

This workshop covers:-

- LSE Cohort Team Theory
- Team reality wheel and application

Workshop 7: Manager as a Coach

This workshop covers:-

- Understanding the power of questions
- Revisiting the engagement gap
- Practical Coaching practice

Workshop 8: Presenting with Impact

This workshop covers:-

- Impactful presentations – Top tips
- Group discussions on themes/content for presentations at the closing session

Workshop 9: Closing Session

This workshop covers:-

- Group presentation of key learning
- Q&A session
- Awarding of Certificates

Optional Learning & Development

To support this programme, participants will also have access to the full range of other learning and development resources available within the LSE. If 5 or more delegates have the same training need identified on their Personal Development Plan (PDP) we will also organise a bespoke workshop for the group on the specific topic(s) required.