

Tools for Intentional Excellence in Executive Communication & Leadership Presence

Presented by
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WORKSHOP AGENDA

- ⚡ WELCOME
- ⚡ RULES OF ENGAGEMENT
- ⚡ MISSION
- ⚡ FUTURE LEADERS
- ⚡ LEADERSHIP SKILLS
- ⚡ COMMUNICATION SKILLS
- ⚡ CONFLICT RESOLUTION

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RULES OF ENGAGEMENT

BE READY TO...

- ⚡ BE OPEN-MINDED
- ⚡ WORK IN GROUPS
- ⚡ CHALLENGE YOUR OWN PARADIGM
- ⚡ "UNLEARN" LEARNED BEHAVIORS
- ⚡ CHANGE IN ORDER TO LEAD

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QUESTIONS TO ASK YOURSELF

1. What kind of leader would others say you are?
2. Do you have the skills necessary to be an effective leader? If not, are you willing to learn?
3. Are you an active listener?
4. How do you handle conflict as a leader?

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FUTURE LEADERS



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FUTURE FEMALE LEADERS

For the first time in history, women outnumber men in STEM college programs.

53%

STEM college degrees
earned were by women.
(2018)

Companies with the best record for
promoting women to senior
management positions are more
profitable by

69%

30% of industry workers
are women.
(2020)



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LEADERSHIP SKILLS



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KEEP UP WITH RAPID TECHNOLOGICAL ADVANCES

MAKE A SIGNIFICANT LEAP

NO REGRETS AND BETS!

FORCES SHAPING THE FUTURE

MEGATRENDS

ACT NOW!

PROTECT PEOPLE, NOT JOBS

OWN THE AUTONOMATION DEBATE

BUILD A STRAIGHT-FORWARD NARRATIVE

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INSPIRE
COURAGE
INNIATIVE
DEDICATION
ENTHUSIASM
KNOWLEDGE

LEADERSHIP SKILLS

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GROUP ACTIVITY



As a group,
draw a "leadership coat of arms",
considering design, mottos and
personality traits that your group
thinks make up the most effective
leadership style.

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COMMUNICATION SKILLS



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ACTIVE LISTENERS DISCUSSION



1. What behaviors should someone exhibit
that let someone know you are engaged
in the conversation?

2. Can you describe a situation in which
someone else listened to you? What did
they do?

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ACCOUNTABILITY & COMMUNICATION



- Familiarize yourself with the different communication styles
- Pay attention to the most common communication styles within your organization.
- Understanding different communication styles can improve your interpersonal skills, build trust, and create less frustration for the workplace.



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BEST PRACTICES FOR COMMUNICATION

1. Be clear in what you want to say.
2. Choose the appropriate audience.
3. Adjust your voice based on your audience.
4. Be mindful of timing.
5. Only send communication to necessary recipients.
6. Pause before hitting send.
7. Minimize use of emojis and abbreviation
8. Give recipients time to respond.



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CONFLICT RESOLUTION

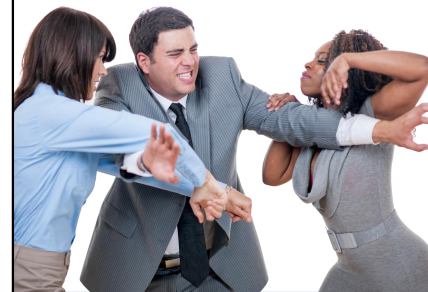


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WORKPLACE CONFLICT

1. Poor Communication
2. Personality differences
3. Lack of resources
4. Work overload
5. Lack of clarity in roles & responsibilities



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CONFLICT RESOLUTION

Recognize the legitimacy of conflicting needs.

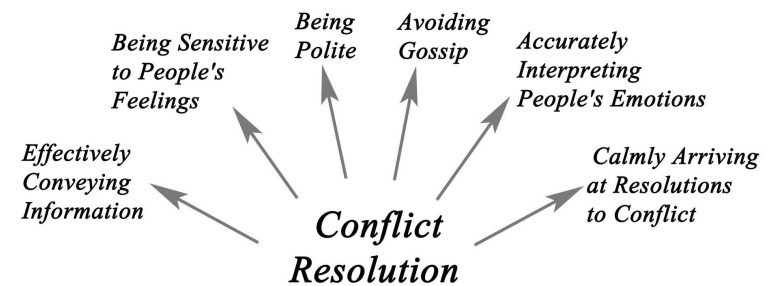
Be willing to examine them in an environment of compassionate understanding.

This will open pathways to creative problem solving, team building, improved relationships, and trust.



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BEST PRACTICES



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FINAL THOUGHTS



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WOMEN IN NECA
WINFL
NECA FUTURE LEADERS



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