

Day 5

Situational Leadership Insights & Presenting with Gravitas

Name:

In partnership with



Day 4 Review

MS  **Amlin**



Programme journey

Leadership Excellence Programme



Notes

Activity

Day 4 Review

In small groups

- Draw a mind map covering the key topics of the last session
- What stood out for you the most?
- What topics have you already discussed with someone outside of this group?



Notes



Situational Leadership

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Learning outcomes

- Gain an understanding of the Situational Leadership Model
- Identify my own Situational Leadership Style
- Identify the levels of skill, motivation and confidence that each team member has in relation to different tasks in their role
- Identify what interventions we can provide as a manager to boost skill, confidence and/or motivation in team members
- Assess the correct Insights Discovery colour energy to enable you to adapt your leadership style most effectively to the situation
- Identify the actions you can take to adapt your leadership with your team

Notes

Leadership style



Notes

Activity

Activity: Leadership Style

Individually

- Complete the short questionnaire
- Identify your natural leadership style
- When does this work well for you?



Notes

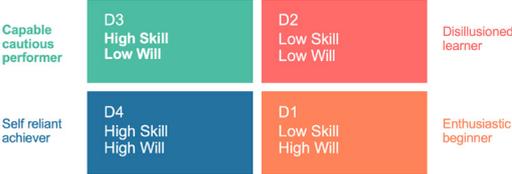
Diagnose

Skill – ability and knowledge to complete an action

Will – the desire (motivation) and confidence to complete and action

Notes

Skill v Will



Notes

Activity

Activity: Skill or will?

Individually

- Plot where you think you team members are on the model
- How does this differ with different tasks?
- What are some of the challenges you are currently facing with individuals?
- Is it skill or will or both?



Notes

Plot your team

Capable
cautious
performer
High Skill
Low Will

D3

D2

Disillusioned
learner
Low Skill
Low Will

Self reliant
achiever
High Skill
High Will

D4

D1

Enthusiastic
beginner
Low Skill
High Will

Notes

Activity

Activity: Discuss your findings

In pairs

- Where do you think your team members are on the model?
- How does this differ with different tasks?
- What are some of the challenges you are currently facing with individuals?
- Is it skill or will?



Notes

Leadership behaviour

Support

Asking questions
Listening
Coaching
Encouraging
Inspiring
Boosting confidence
Empathising

Builds 'Will'

Direction

Structuring
Organising
Teaching
Supervising
Controlling
Telling
Selling ideas

Builds 'Skill'

Notes

Leadership style



Notes

Activity

Activity: Skill or Will?

In small groups

- Develop a team plan based around individual needs – **Direction and Support**
- List any individual development needs or support to make this happen
- Discuss what help or development you might need



Notes

Good day behaviours



Notes

	Clues to Body Language	Clues to Verbal style	Clues to Behaviour	Clues to Environment
	Formal Direct eye-contact Upright/big posture	Business like Fast pace/quick response Direct	Pragmatic Forthright/challenging Task focused	Business like and efficient Orderly – easy access Awards/achievements
	Relaxed Open/responsive Facially expressive	Animated/expressive Spontaneous Talkative/sharing	Friendly/engaging Flexible Informal	Unstructured Lots going on (messy) Group photos on display
	Warm smile Some eye contact Few gestures	Soft tone Slower pace Diplomatic/enquiring	Cooperative Easy going Considerate	Comfortable/lived-in Personal and warm Family Photos and plants
	Detached/less eye contact Still/few gestures Little facial expression	Little tonal variation Questioning Thoughtful	Formal and indirect Analytical Controlled/reserved	Neat and orderly Organised information Reference material on show

Notes

Activity

Activity: Reflection

Individually

Take some time to think about adapting your leadership style

- What have you found useful?
- What action might you take as a result?



Notes



Recognising Type

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Recognising type

Every time you meet someone you have the opportunity to practise your skill of recognising and adapting to their colour energies.

Notes

Recognising type

Step One

- Do they "speak to think"
(Fiery Red/Sunshine Yellow) or
"think to speak"
(Cool Blue/Earth Green)?

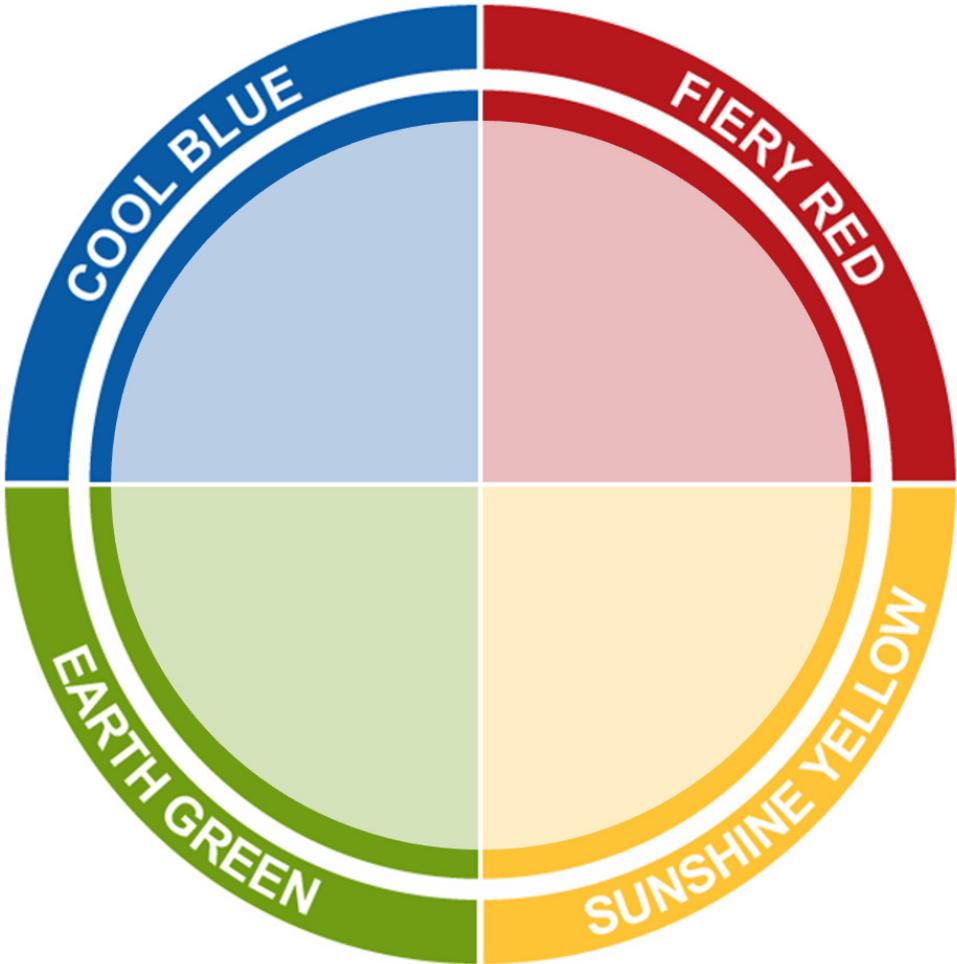
Step Two:

- Are they more formal/task focused
(Cool Blue/Fiery Red) or more
informal/relationship focused
(Earth Green/Sunshine Yellow)?



Notes

Map your team



Activity

Activity : Map your team

Individually

- Using a blank piece or your workbook
- Think about your current team or a team you were part of in the past
- Map them into the correct quadrant



Notes

Adapt to connect

- Adapting works from the 'outside in'.
- Changing your outer behaviour, results in a change in your inner state
- Connecting works from the 'inside out'.
- Changing your inner state, results in a change in your outer behaviour
- Putting effort into both adapting and connecting will significantly enhance the strength of a relationship

Notes

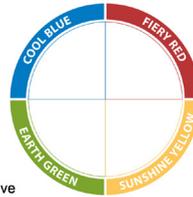
Adapting and connecting

Cool Blue

Be well prepared and thorough
Do not be flippant on important issues

Earth Green

Do not push for quick decisions
Be patient and supportive



Fiery Red

Be direct and to the point
Do not hesitate or waffle

Sunshine Yellow

Do not impose a routine
Be friendly and sociable

Notes

Cool blue

APPROACHING:

- Slow down, not too direct
- Be more formal

GENERAL:

- This is the tough one, so be prepared

FOLLOW-UP:

- Don't miss details, facts, figures or prices

PRESENTING:

- Support statements with proof
- Demonstrate your product knowledge



HANDLING OBJECTIONS:

- Ask searching questions to highlight concerns

GAINING COMMITMENT:

- State logical alternatives

Notes

Fiery red

APPROACHING:

- Be direct and assured
- Don't waffle or hesitate

GENERAL:

- Focus on facts not feelings

FOLLOW-UP:

- State options with probability of success

PRESENTING:

- Be well organised and factual

QUESTIONING:

- Watch for impatience
- Follow his/her pace



HANDLING OBJECTIONS:

- Meet resistance with reflective questions

GAINING COMMITMENT:

- State alternatives clearly

Notes

Sunshine yellow

APPROACHING:

- Be sociable, even if it hurts
- Talk about them

GENERAL:

- Be interested in them

FOLLOW-UP:

- Be clear and direct
- Focus on the future

PRESENTING:

- Focus on future benefits
- Tell stories

QUESTIONING:

- Not too many details



HANDLING OBJECTIONS:

- Ask questions to allow them to express themselves

GAINING COMMITMENT:

- Offer incentives and special deals

Notes

Earth green

APPROACHING:

- Talk more slowly
- Be more open

GENERAL:

- Slow down
- Show you really care

QUESTIONING:

- Show personal interest
- Ask his opinion
- Listen carefully

PRESENTING:

- Get feedback
- Quote benefits



HANDLING OBJECTIONS:

- Don't push, check carefully to reveal concerns

GAINING COMMITMENT:

- Show people benefits
- Ask for commitment in a gentle and friendly way

Notes

Activity

Activity : Your team

Individually

Think about your team members

- Do they lead with different colours?
- How can you adapt your style to match theirs?



Notes



Presenting with Gravitas

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Presenting with gravitas

Notes

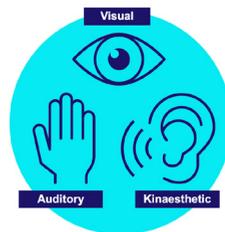
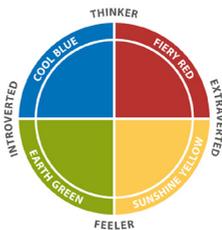


Purpose of presentation

Notes



Our preferences



Notes

Painting word pictures



Notes

Story telling



Notes

Is your presentation accessible to all?

Notes



The Minto model



Notes

Activity

Activity

Individually

- Plan and design a 10-minute presentation using the Minto pyramid principle
- The presentation should be a review of your learning journey on this programme
- Your audience will be your line manager
- You will be expected to submit your presentations at the end of the allotted time
- You may be asked to deliver the presentation during this session so be prepared!



Notes



Leadership
Excellence
Programme



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