

**The Mindful Leader Academy Presents**

***Management Excellence Program***



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## **Background to The Mindful Leader Academy.**

The Mindful Leader Academy was established in 2013 to provide bespoke leadership development programs to global clients. To-date the Academy has provided advanced leadership development training to more than 750 leaders globally in locations such as Singapore, India, China, and multiple locations in the US, mainland Europe and Ireland. The primary program delivered by the Academy is entitled “The Mindful Leader Program” and it consists of advanced workshops, executive coaching and a sustainability framework that ensures continuous development of the leadership competencies. The core Mindful Leader Program is a six-month to eighteen-month leadership development journey, but shorter versions of the program are available to address more specific client needs.

**The Mindful Leader Academy is delighted to provide the following two-day Management Excellence Program.**

### **Program Background**

The underlying principle of this Management Excellence Program is that High Performance Managers create High Performance Teams and the aim of this program is to offer participants all the latest thinking and techniques to become even more effective Managers. This is a proven program that has been delivered many times to managers in Europe, the US and in Asia. Quoting feedback from one past participant... “This has been the most enjoyable, most practical and most impactful Management skills development program that I have completed to date. This program is a perfect balanced of the latest Management Theory and skills development through practice”

## Program Deliverables

This Management Excellence Program will provide the following quantifiable business benefits:

1. A measurable improvement in the management competencies of the program participants
2. Greater application of Coaching Skills by the Managers to empower their team members to even higher levels of engagement and personal empowerment
3. Participants will be provided with the latest theory and skills of having Courageous Conversations so that any sub-standard performance at their team member level can be addressed in a timely and effective manner.
4. The participants of this Management Excellence Program will be provided with the theory and opportunity to develop advanced conflict resolution skills to empower them to quickly and effectively address individual and / or group conflict
5. The skill of staying focused on the critical business variables to enable the delivery of the Business Priorities on time and in full will also be explored as part of this program.

## Program Details:

Management Excellence Workshop – Day 1	
Module 1	<b>Communicating with High Impact.</b> In this opening session, the participants will be provided with powerful tools and techniques to ensure that their messages are always delivered with maximum impact and maximum effect. Participants will also be provided with the opportunity to become aware of how they may currently be sabotaging their own effectiveness when it comes to high impact communications
Module 2	<b>The Characteristics of High-Performance Teams.</b> The Characteristics of High-Performance Teams will be explored in this session and the participants will also be provided with the opportunity to complete an assessment to determine the current level of performance of their own team. The impact of the Manager's personal leadership style on the level of performance of their team will also be discussed in this first module.

Module 3	<b>Time Management is not the Issue .... It's Lack of Focus on Priorities!</b> This module addresses the critical need for managers to stay focused on the important critical few priorities and not get derailed by the constant demands of the urgent day-to-day tasks. Research has shown that organizational issues that typically get categorized as 'Time Management' issues can be more accurately categorized as lack of focus on the critical few key priorities. This module will show how identifying and staying focus on the critical few important business priorities resolves the vast majority of traditional time management issues.
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### Management Excellence Workshop – Day 2

Module 4	<b>Professional Coaching Skills for Managers.</b> In this opening session of the second day, the participants will be offered a practical framework for effective coaching in the workplace. The advantages of taking a coaching approach to team member development and team member empowerment will also be explored. The key skill of Active Listening will also be development as part of this Coaching session. The facilitator will give a demonstration of effective coaching in the workplace and each participant will be provided with the opportunity to practice having a coaching conversation.
Module 5	<b>Transforming Team Conflict into Team Collaboration.</b> Highly effective managers have the ability to transform conflict into sources of innovation and creativity. In this session of this workshop, participants will be invited to complete an internationally accredited Conflict Styles questionnaire so that they can increase their own awareness of how they can manage and deal with conflict situations in a more effective manner.
Module 6	<b>Managing Performance through the Power of Courageous Conversations.</b> A manager's ability to manage poor performance is critical because if left unaddressed, the poor performance is perceived to be the acceptable level of performance. The ability to hold difficult conversations is critical to effective supervision and in this module, the participants will be provided with the latest leadership material on how to navigate their way through difficult conversations so that they achieve their desired outcome. The facilitator will demonstrate how to have a courageous conversation and will then provide each participant with the opportunity to practice having a real and challenging conversation.

## About the Workshop Facilitator

### Executive Summary

Linda O' Mahony is an experienced, highly energetic and entrepreneurial Leader who has built high performance teams and simultaneously delivered profit improvements through developing and leading strategic and operational change programs within organisations. Linda has a unique quality of being able to Coach and Lead at any level and in any environment.



### Background

Linda works with Senior Leadership and their teams to identify challenges and find solutions to devise a strategy and organise resources needed to maximise success and create a culture of high performance. Linda supports clients through Coaching, Mentoring and Facilitation to embrace change in a way that assists them to create more opportunities, possibilities and positive results for their business and their people. The success Linda achieves with Management Teams over the years is down to her 100% belief that change within an organisation of any size can only be achieved when everyone is on board with the overall goal. The time and dedication she gives to the foundation of every project she works on is the reason why the results she accomplishes both in terms of commercial revenues, business transformation & skills elevation are exceptional.

### Professional Training

- Currently in final year of MSC in Leadership & Management Practice at UCD Michael Smurfit Business School. Final year focus is Executive & Business Coaching
- Licensed Practitioner of NLP with Richard Bandler NLP Life Training UK
- Professional Diploma In Leadership Development at UCD Michael Smurfit Business School
- Diploma in Organisational Renewal & Transformation at UCD Michael Smurfit Business School
- Life & Business Coaching Skills HETAC level 7 with Coaching Development UK
- Codesigned Bespoke Leadership Development programme for Irish Farmers Journal Directors with UCD Michael Smurfit Business School
- Certified Conflict Mediator and Certificate in Transactional Analysis within Organisations
- Batchelor of Business Studies



A man in a dark suit and tie is seated at a light-colored wooden desk, looking out at a beach at sunset. He is resting his chin on his hand, appearing thoughtful. On the desk, there is a silver laptop, a white coffee cup on a saucer, a pen, and some papers. The background shows a wide beach, the ocean, and a bright, hazy sunset sky.

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