



Intentional Focus: *Essential Leadership Skills for the Workplace*

Time and energy management, productivity, communication, problem solving, conflict management and collaboration skills are more important in determining success among similarly trained colleagues than academic knowledge or technical skills. Without these crucial behavioural skills, we are unable to fully leverage our education, talent and experience in a sustainable manner.

The Program

During **Intentional Focus** you will learn and develop these essential skills and behaviours.

You will be encouraged, trained and supported during **Intentional Focus** to take on a challenge which will change your perspective of what you are capable of, and you will test behaviour which will lay the foundation for your continued success.

Approach



Research in education and brain-based learning theory indicates that experiential education is the most effective method for accelerating meaningful behavioural change and skill development. When we learn through experience, inquiry, critical thinking and interaction, our insight is more likely to lead to perspective shifts that will change our behaviour in a meaningful and lasting manner.

Intentional Focus will help you face challenges by finding more effective ways of doing things, identifying patterns and blind spots which are barriers to your success, and creating simple and effective action plans for future success.

Program Learning Objectives

Productivity and Wellness

- identify patterns of behaviour and blind spots which reduce capacity for high performance and sustainable productivity
- learn strategies to overcome procrastination, improve time management and ability to manage distractions
- identify strategies to increase confidence, wellness and manage stress

Collaboration and Conflict Management

- learn to reduce assumptions and increase understanding when trust has broken down
- learn the process and skills to resolve and prevent conflict
- learn the key skills to shift from conflict to collaboration

Communication Skills

- learn how to communicate so others will listen
- manage electronic communication efficiently
- effectively give and receive feedback

Program Outcomes

- **increased resiliency and persistence in the face of change and uncertainty**
- **increased productivity**
- **improved collaboration and problem-solving skills**
- **reduced workplace conflict**
- **improved attitude and motivation to become part of solution-finding in the workplace**
- **improved communication skills**
- **improved ability to manage distractions and procrastination**
- **improved ability to manage stress**
- **improved health and wellness**

You will attend one full-day group session every month from 8:45am to 4pm for seven months, and there is individual practice recommended between sessions. Lunch is on your own from approximately 12-1pm. The program is held in Charlottetown, at a location with plenty of free parking.

For more information and to register, visit windingpathinc.com/intentional-focus or contact karolyn@windingpathinc.com. Enrollment is limited, so register soon. This is a small group program.