

STEP INTO YOUR GREATNESS !

2 Days Workshop on

Great Leadership In Action : Habits and Lessons to be Learnt from Great Leaders

Venue : Putrajaya Marriott Hotel IOI Resort, Putrajaya

Date : 20th - 21st August 2014

Organised by :

HRDF - SBL Claimable



INTRODUCTION

We don't think of leadership as some set of fuzzy, intangible character and qualities that some people are born with and others are not. We think of leadership as the performance of behaviours. The skill of performing these behaviours can be learned and developed by anybody. Some people do not develop these skills and therefore do not perform leader behaviours with much competence. Others develop some skill and become pretty good leaders. Others develop considerable skill and become great leaders.

"A great leader helps a group of people identify what they want and how to get it, and then influences that group, free of coercion, to take coordinated action to achieve the desired outcomes. A great leader achieves results at a level far beyond what others achieve."

Consider some of the world's recent great leaders. Nelson Mandela. Steve Jobs. Mother Theresa. Bill Gates. They all used their leadership talents—diverse as they may be—to make lives better in some way: achieving freedom, making advanced technology available to all of us, improving living conditions in low-income communities, creating a global foundation that propels the idea that all lives have equal value.

Many leaders are competent but few qualify as remarkable. If you want to join the ranks of the best of the best, make sure you embody qualities of being a great leader all the time. It isn't easy, but the rewards can be truly phenomenal.

More than just your average leadership training workshop, this workshop is practical and helps the participants to discover step into their greatness, inspire trust and build credibility with their people, define a clear and compelling purpose, create and align systems of success, instil their creativity and innovation, manage conflict, identify the legal, ethical, and moral implications of difficult situations, inspire and engage their team member/staff, unleash the talents and energy of a winning team. At the same time, this intense programme prompts you to rethink your most basic assumptions about management and leadership. It is a time for self-reflection and personal discovery - an interlude that helps you **championing your life, plan for the future and increase your confidence.**

All Great Leaders Have It. Do You?

OBJECTIVE

- Discovering the best of qualities of being a great leader.
- Exude the behaviors of great leadership.
- Harnessing powerful motivators in autonomy, mastery and purpose.
- Discovering the Code of Leading.
- Understand traits that define great leadership.
- Envisioning a positive future - developing positive actions at work.
- Building creativity and innovation skill in you.
- Developing an action plan that make things happen.
- Motivating your team to achieve the highest levels of performance and create an extraordinary organization in the process.
- Learn how to handle ethical situations with confidence
 - Making Ethical Decisions (MED).

WHO SHOULD ATTEND?

Government officers from the management/professional group; Directors, Managers, Heads of Department, Team Leaders, Executives, Officers, Professional and all future leaders who wish to become a great leader, empowered with knowledge, intelligences and take themselves to a greater height of leadership.

METHODOLOGY

An interactive and experiential learning method. We guide you through lectures, group activities/discussion, exercises, real world scenarios and case studies. It is highly participative with a high degree of coaching and feedback from both the workshop speaker and participants.

PROGRAMME OUTLINE

DAY 1 : 20th AUGUST 2014 (WEDNESDAY)

- 8.30 a.m - 9.00 a.m. : Registration
- 9.00 a.m - 10.30 a.m. : Session 1 : (i) Championing Your Life.
(ii) Thinking Out of The Box.
- 10.30 a.m - 11.00 a.m. : Tea Break
- 11.00 a.m - 12.00 a.m. : Session 2 : Strategizing Moves.
- 12.00 a.m - 12.30 p.m. : Written Exercise and Discussion 1
Leadership in my Eye
- 12.45 p.m - 2.00 p.m. : Lunch
- 2.00 p.m - 3.00 p.m. : Session 3 : Making Things Happen.
- 3.00 p.m - 3.30 p.m. : Written Exercise and Discussion 2
Motivating and Inspiring Your Staff
- 3.30 p.m - 4.00 p.m. : Tea Break
- 4.00 p.m - 5.00 p.m. : Session 4 : Engaging Your Staff.

DAY 2 : 21st AUGUST 2014 (THURSDAY)

- 9.00 a.m - 10.30 a.m. : Session 5 : Planning the Future.
- 10.30 a.m - 11.00 a.m. : Tea Break
- 11.00 a.m - 12.00 a.m. : Session 6 : The Heart of The Leader.
- 12.00 a.m - 12.30 p.m. : Case Studies, Written Exercise and
Discussion 3 : Lessons from Great Leaders
- 12.45 p.m - 2.00 p.m. : Lunch
- 2.00 p.m - 3.00 p.m. : Session 7 : Building Team and
Managing Conflict.
- 3.00 p.m - 3.30 p.m. : Case Studies, Written Exercise and
Discussion 4 : Lessons from Great Leaders
- 3.30 p.m - 4.30 p.m. : Session 8 : Making Ethical Decisions
- 4.30 p.m - 5.00 p.m. : Tea Break

SPEAKER'S HIGHLIGHT



Y.BHG. DATO' PROF. DR. HASHIM YAACOB

Multi Awards Winner & International Speaker

(United Kingdom, New Zealand, Australia, China, India, Singapore, Thailand, Vietnam, The Philippines, Indonesia etc.)

SPEAKER'S PROFILE

Y. BHG.DATO' PROF. DR. HASHIM YAACOB, S.P.S.K., P.A.T.

Y.Bhg. Dato' Prof. Dr. Hashim Yaacob is a former vice-chancellor of University of Malaya, International University College of Nursing Malaysia and the Kuala Lumpur Metropolitan University College. He is currently the vice-chancellor of a private university.

Dato' Prof. Dr. Hashim is a charismatic and approachable person. He is an aspiring and a very motivational leader. He is the ambassador extraordinaire. He has strengthened the relations between the Universities under his charge and several top-class institutions because of his leadership, inspiration and personality. As the Vice-Chancellor of the University Malaya (UM), the university has placed in the top 200 best universities in the world and he engineered 52 Memorandum of Understanding (MoU) between the University of Malaya and 52 other universities.

An active and versatile speaker, he has always been invited to present his findings and thoughts in conferences as well as public forums locally and internationally.

Besides being an inspirational leader/ academician, Dato' Prof. Dr. Hashim is also a painter, calligraphy writer, shadow puppeteer (*dalang wayang kulit*) and poet.

Dato' Prof. Dr. Hashim has published many scholastics of very high standard and a number of books. He has authored more than 100 scientific papers and edited 7 books on education. He has also won **21 medals** (gold, silver and bronze) for his scientific inventions at international and national levels.

Dato' Prof. Dr. Hashim was a Captain in the Royal Malaysian Navy Reserve Division. He was awarded the "Anugerah Tokoh Ilmuan Bandaraya Kuala Lumpur" by Federal Territory of Kuala Lumpur and Dewan Bahasa dan Pustaka (2011); Lifetime Professional Integrity Award by the Balaikhtisas Malaysia and Rotary International; Honorary Fellowship in Dental Surgery Ed. Eundem by The Royal College of Surgeons of England - first Asian to have received the award; Foundation Fellow in Oral Pathology of The Royal College of Pathologist of Australasia - the first Malaysian to have received the award. He is also Fellow of the Royal College of Pathologists, UK, the Royal College of Physicians and Surgeons of Glasgow and The Academy of Science of Malaysia.

REGISTRATION FORM

Venue: Putrajaya Marriott Hotel, Putrajaya

☐ Early Bird Fee (Payment made before 30th July 2014):

RM 1590.00 per person

Date: 20th - 21st August 2014

☐ Regular Fee :

RM 1690.00 per person

☐ Group Fee (For 4 or more persons) :

RM 1490.00 per person

- For participants who would like to include their accommodation into the registration fees, do kindly contact the secretariat.

Notes : - For payment by Local Order, early bird fee will only apply if the Local Order is executed and payment fully released to us on or before the early bird deadline.

- Fee includes course tuition, training materials, 2 lunches, 4 tea breaks and certificate of attendance.

Company Name : _____

Contact Person : _____

Address : _____

Designation : _____

Tel : _____ Fax : _____

Email : _____

PARTICIPANT(S)

Name (1) : _____

Name (2) : _____

Designation : _____

Designation : _____

Tel : _____ E-mail : _____

Tel : _____ E-mail : _____

Name (3) : _____

Name (4) : _____

Designation : _____

Designation : _____

Tel : _____ E-mail : _____

Tel : _____ E-mail : _____

Approving Person's Name : _____

Designation : _____

Tel : _____ Fax : _____

Official Company Stamp

CANCELLATIONS AND SUBSTITUTIONS

- If a duly registered participant is unable to attend, a substitute participant is welcomed at no additional cost. Please provide the name and the designation of the substitute participant at least 3 days prior to the course.
- Cancellation of registration must be made in writing (letter, fax or e-mail) to **Emerge Knowledge Connection Sdn Bhd** at least seven (7) working days prior to the event with 20% of the registration fee imposed for cancellation. The organiser regrets that any cancellation made less than seven (7) working days prior to the event shall not be accepted and full registration fee will be billed to the respective organisation.
- The organiser reserves the right to make any amendments, cancel and/or change the programme, speaker/ trainer/ facilitator, date or venue should circumstances beyond the organiser's control arise. The Organiser will inform the participant(s) of any changes arise.
- In compliance with Personal Data Protection Act 2010, your personal information in our database will be safeguarded and will not be shared without your consent. Please visit www.emergekc.com.my for our Personal Data Protection Notice.

PAYMENT METHOD

Payment can be made by Local Order (LO), crossed cheque or bank draft payable to :

"EMERGE KNOWLEDGE CONNECTION SDN BHD"
(Public Bank A/C No : 3153574228).

You may bank in or send the cheque/ bank draft to us via registered mail/ courier express. Please fax a copy of the transaction slip to us at Fax: +603-8063 6626 and indicate your company name for verification purpose.

Enclosed is our Local Order / crossed cheque / bank draft for RM _____

Register Now By :-

Complete and fax this registration form to : **+603-8063 6626**

+603-8027 7228; +603-8063 5430

admin@emergekc.com.my



Send the registration form to : **Emerge Knowledge Connection Sdn Bhd**

**No 43-3, Jalan Puteri 2/3, Bandar Puteri,
47100 Puchong, Selangor .**