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LEADERSHIP AND MANAGEMENT

Women in Leadership

Due to Covid-19 safety restrictions PhoenixTS will temporarily be unable to provide food to our students who attend class at our Training Center; however, our Break Areas are **currently open** where students will find a constant supply of Coffee, Tea and Water. Students may bring their own lunch and snacks to eat in our breakrooms or at their seat in the classroom or eat out at one of the many nearby restaurants.

Course Overview

This 1 Day instructor led course will help women discover how to become an effective woman in leadership. This course will teach students easy, proven skills and traits that will help gradually develop self-esteem, sharpen your trust, and hone your boundary-setting and communication skills. After the course, students will have insight and understanding that pioneering successful women have and use it to take constructive action. At the conclusion of this course participants will be able to understand:

- the leadership gap
- leadership traits
- overcoming barriers
- women in the workforce
- the importance of hiring and promoting women

Course Outline

Module One: Getting Started

Housekeeping Items

Pre-Assignment Review

Workshop Objectives

The Parking Lot

Action Plan

Module Two: Women and the Workforce

50% of the Population

60% of College Degrees

47% of the US Workforce

52% of Professional-level Jobs

Case Study

Module Two: Review Questions

Module Three: The Leadership Gap

Underrepresented in Leadership

Executive Positions

Finance, Health Care, and Law

Historical Trends

Case Study

Module Three: Review Questions

Module Four: Barriers to Women's Leadership

Gender Differences are Overemphasized

Gender Differences are Undervalued

Women Lack Professional Networks

Work and Family Conflict

Case Study

Module Four: Review Questions

Module Five: Traits of Women's Leadership

Lead by Uniting Diverse Groups

Value Work-life Balance

Value Interpersonal Relationships

Value Accountability

Case Study

Module Five: Review Questions

Module Six: Benefits of Women's Leadership

Greater Collaboration

Culture of Work-life Balance

Culture of Accountability

Assists in Recruiting Millennials

Case Study

Module Six: Review Questions

Module Seven: Nurturing Women's Leadership

Actively Recruit Women

Create/Encourage Networking Opportunities

Pair Women with Mentors in Leadership

Create/Encourage Training Opportunities

Case Study

Module Seven: Review Questions

Module Eight: Actively Recruit Women

Discover your Barriers to Hiring

Discover your Barriers to Retention

Recruit via Women's Organizations

Women-friendly Culture

Case Study

Module Eight: Review Questions

Module Nine: Create/Encourage Women's Networking Opportunities

Create a Women's Networking Group

Encourage Joining Organizations

Networking Builds Confidence
Networking and Recruiting
Case Study
Module Nine: Review Questions

Module Ten: Pair Women with Mentors

Benefits of Mentoring
Think Creatively
Incorporate at Every Stage
Encourage Women to Mentor
Case Study
Module Ten: Review Questions

Module Eleven: Create and Encourage Educational Opportunities

Encourage Learning of Leadership Skills
Internal Programs and Trainings
Outside Programs and Trainings
Encourage Training at Every Career Stage
Case Study
Module Eleven: Review Questions

Module Twelve: Wrapping Up

Words From The Wise
Review Of The Parking Lot
Lessons Learned
Recommended Reading
Completion Of Action Plans And Evaluations

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Starting at **\$895**

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