



[PROCESS OF THE MONTH]

DRIVING LEADERSHIP INTO THE CULTURE

Purpose

This tool will enhance the training impact of individuals and organizations by linking the skills and tools provided in any Rapport Leadership training course to the behaviors and actions needed to achieve goals and maximize results.

Background

“Knowledge is power.” This is a statement many people have heard and used over the years. Yet, the real power in knowledge comes from the *application* of the knowledge: using the tools and skills learned to create new outcomes and produce greater results. In order to maximize the effect of any training effort, it is important to link the skills and tools to the needs and goals of the organization. As you gain a deeper understanding of the results you wish to achieve and what you will do to achieve these results, the value of applying your leadership skills becomes more and more relevant. By actively using your leadership skills, you will not only become more comfortable and adept in your own use of the skills, you will also pave the way for others to do the same, creating a ripple effect of leadership with those around you. As that ripple grows and expands, you will impact your organization’s culture, ultimately creating a leadership-organization. This process is real, whether the organization is a business, a school, a community, or a family!

Materials

This process is for use with individuals or with teams.

- Pen or Pencil
- Worksheets
 - *Driving Leadership Into Your Culture*
 - *Leadership Course Competencies*
- If this process is to be a team activity, it is helpful to use flipcharts and markers in addition to the individual worksheets.

Process

- **Before signing up for a course, complete the “Driving Leadership into Your Culture” worksheet:**
 1. Identify the key goals and outcomes you and your organization want to achieve.
 - Be as specific as possible; identify measurable results when possible.
 - If measurable indicators are not possible, describe the expected result in detail.
 2. Identify the key activities, actions, and behaviors that people will take in order to achieve those results.
 3. Using the **“Leadership Course Competencies”** worksheet, identify the skills and competencies that people will need in order to successfully and effectively execute the behaviors and actions identified in #2 above.
 - Circle or highlight those Rapport Leadership courses and programs on the **“Course Competency”** worksheet that will provide you and your organization with the skills you need to achieve your goals.
 4. Write the course and program names in the space provided on the **“Driving Leadership Into Your Culture”** worksheet.
 5. You now have a Training Plan that links what you will learn to your important activities and your organization’s goals and objectives!
- **Before attending a Rapport Leadership training course:**
 1. Review your **“Course Competencies”** and **“Driving Leadership into Your Culture”** worksheets.
 2. Gain awareness of the competencies you will learn and of how your application of those competencies will help you achieve your goals.
 3. If you are a nominator of someone in your organization, sit down with him/her and review these elements so that person understands how the training will help take performance to another level.



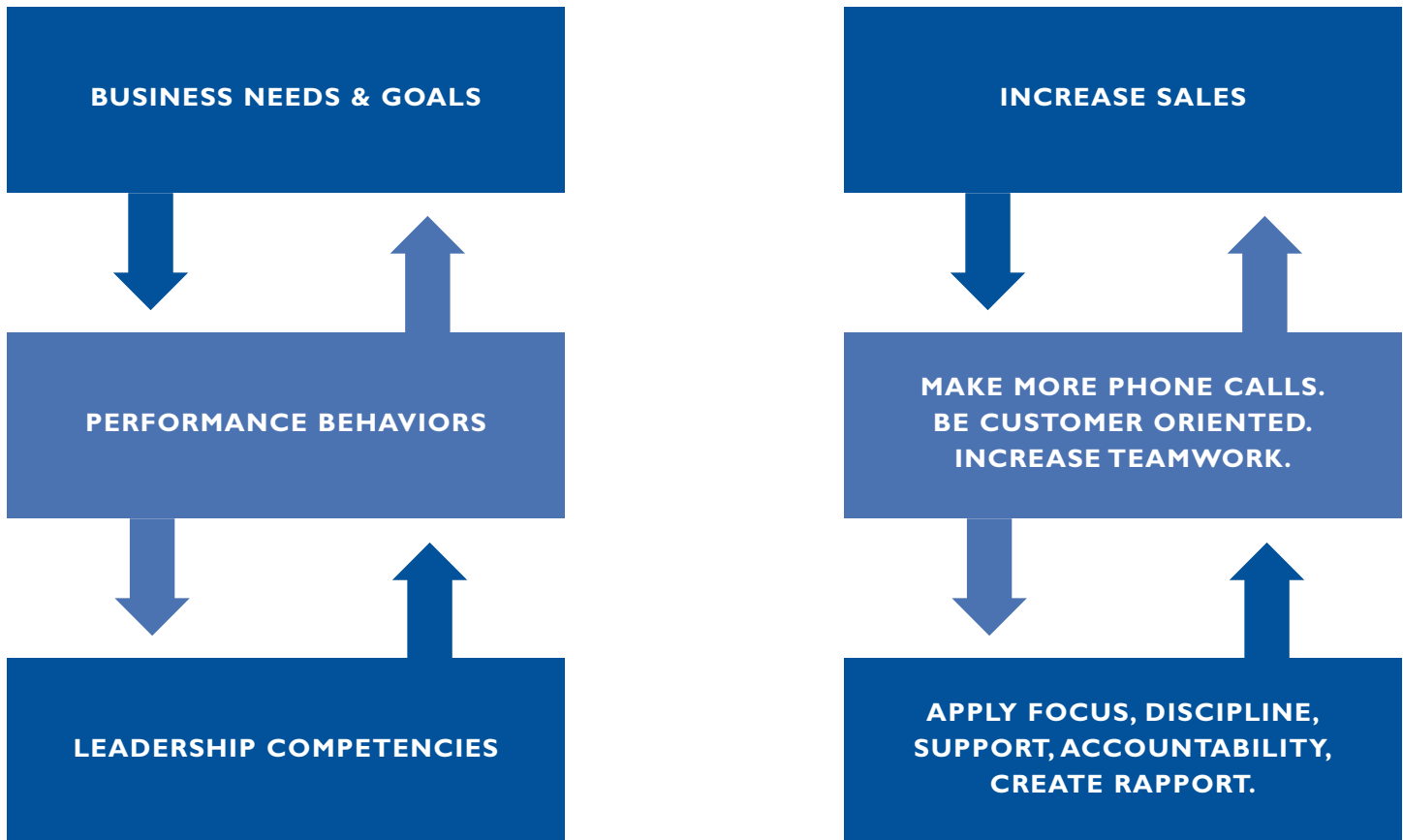
After attending a Rapport Leadership training course:

1. Review your “*Course Competencies*” and “*Driving Leadership into Your Culture*” worksheets.
2. Reflect on the insights you had and the commitments you made during the training.
3. Be specific on when and in what situations you will apply your new competencies and how this application will help you achieve your goals.
4. If you are a nominator of someone in your organization, sit down with him/her and review these elements so that person will understand how the training will help take performance to another level.

Conclusion

One important quality of a leader is the ability to create a positive ripple in the lives of others. All individuals, regardless of their roles, affect the people around them whether they are aware of it or not. As you become more aware of your own leadership behaviors you have a responsibility to create a more positive and powerful culture. Culture exists in every aspect of your life. Each family has its own culture. Every school has its own culture. Communities have their own culture, and businesses and their departments have their own culture. A culture is simply the “way things get done around here.” In his book, *The 8th Habit*, Stephen Covey states that to move from effectiveness to greatness we get to find our voice and inspire others to find their voices. As you apply your leadership skills and tools you not only find your voice, you also begin to **use** your voice. As your own voice gets stronger and more confident, you inspire others to find and use their own voices as well. The synergistic effect of this effort results in a breakthrough culture, a culture focused on leadership, alignment, teamwork, and results. Creating a culture of leadership is a choice. By being clear on the impact of applying the tools and skills you have learned, your culture and your results will improve.

Driving Leadership into the Culture™



BUSINESS NEEDS

What are your company or department's goals?

- Financial goals (*e.g., revenue, profitability*)
- Organizational goals (*e.g., retention, hiring, technology, knowledge sharing*)
- Operational goals (*e.g., efficiency, defect rates, process improvements*)
- Customer goals (*e.g., customer satisfaction, response time, on-time delivery*)

What does success look like, sound like, and feel like to you?

PERFORMANCE BEHAVIORS

What do people need to do in order to achieve those goals?

What are some of the obstacles or challenges they may face in achieving the goals?

LEADERSHIP SKILLS AND COMPETENCIES

What leadership skills do people need to be successful?

What leadership tools and skills do they need to overcome potential challenges?

“*E*ither you create the culture or the culture creates you.”

– MICHAEL SALETTA



Driving Leadership Behaviors into Your Culture

BUSINESS NEEDS

What are your company or department's goals?

- Financial goals (e.g., revenue, profitability)
- Organizational goals (e.g., retention, hiring, technology, knowledge sharing)
- Operational goals (e.g., efficiency, defect rates, process improvements)
- Customer goals (e.g., customer satisfaction, response time, on-time delivery)

What does success look like, sound like, and feel like to you?

How do you want to be “known” to others?

PERFORMANCE BEHAVIORS

What do people need to do in order to achieve those goals?

What are some of the obstacles or challenges they may face in achieving the goals?

LEADERSHIP SKILLS AND COMPETENCIES

What leadership skills do people need to be successful?

What leadership tools and skills do they need to overcome potential challenges?

RAPPORT TRAINING COURSES:

1. _____

4. _____

2. _____

5. _____

3. _____

6. _____



Leadership Course Competencies

INTENSIVE LEADERSHIP COURSES

Leadership Breakthrough One

- Teamwork & Support
- Focus & Taking Action
- Passion & Enthusiasm
- Feedback & Accountability
- Self-Awareness & Values/Mission
- Self-Confidence & Unleashing Potential

Leadership Breakthrough Two

- High Performance Team
- Flexibility & Creativity
- Trust & Respect
- Focus & Taking Action
- Playing Big!
- Decision-Making & Responsibility

Eagle Quest

- Team Accountability & Responsibility
- Courage and Overcoming Limits
- Leading with Vision
- Aligning Team Strengths
- Focus & Motivation

Power Communication

- Identifying Communication Styles
- Creating Rapport
- Listening to Understand
- Reframing for a New Approach
- Producing Win/win Outcomes
- Taking Responsibility for Your Communication

Life Mastery

- Create a Life Action Plan
- Live from Abundance
- Create Balance & Focus
- Identify Priorities
- Think From Your Goals

ORGANIZATIONAL PERFORMANCE SOLUTIONS

Customized Organizational Performance Workshops

- Building a Breakthrough Culture™
- High Performance Teamwork & Performance Alignment
- Trust, Communication & Collaboration
- Giving & Receiving Feedback
- Personal Mastery & Living "At Cause"
- Unleashing Potential

Executive and Team Coaching

- Building "Highly Aware" Leadership Teams™
- Self-Awareness & Application of Rapport Training Competencies
- Developing and Reinforcing Mission, Purpose, Core Values, and Philosophy
- Aligning Team Strengths
- High Performance Teamwork & Performance Alignment

EMPOWERED EDUCATION PROGRAMS

Leadership Breakthrough One (18-22)

- Teamwork & Support
- Focus & Taking Action
- Passion & Enthusiasm
- Feedback & Accountability
- Self-Confidence & Courage
- Core Values & Basic Beliefs

Teen Leadership Breakthrough

- Focus
- Communication
- Self-Confidence
- Character
- Accountability