Course Outline

Women have played a vital role in the workforce throughout history, serving in positions ranging from front-line workers to visionary founders and leaders. This course examines the influences and barriers that have impacted women’s leadership. It also explores the advantages they bring to organizations with their unique strengths.

Participants will explore the history of women in the workplace while engaging in personal reflection and skill-building activities designed to identify and strengthen their own leadership skills.

This one-day workshop will help you teach participants how to:

* Understand a brief history and evolution of women and leadership.
* Recognize barriers to women’s leadership and learn how to overcome them.
* Define social and emotional intelligence and explain its importance in workplace leadership.
* Demonstrate the value of self-awareness in identifying one’s own strengths and skills.
* Develop a basic vision and brand for leadership.
* Examine steps and skills for good decision-making.
* Create their own Philosophy Statement and Action Plan.

Course Overview

You will spend the first part of the day getting to know participants and discussing what will take place during the workshop. Students will also have an opportunity to identify their personal learning objectives.

**Women and the Workforce**

In this session, participants will learn a brief history of workplace evolution and meet some women who demonstrated their own brands of leadership style and success. They will then learn basic types of workplace leaders and begin the process of self-identification.

**Barriers and Benefits to Women’s Leadership**

Next, participants will learn more about barriers: how to identify them, work with them, and how to turn them into benefits that can strengthen their leadership.

Social and Emotional Intelligence

Then, participants will examine the history of social and emotional theory and be introduced to the five social and emotional competencies. They will reflect on examples of good social and emotional intelligence from their own experiences.

Self-Awareness

In this session, participants will reflect on their own strengths and abilities.

Developing a Brand

Next, participants will consider how to create and sell their personal brand.

Leadership Skills

Then, participants will learn ways in which women can deliver unique forms of leadership, and how best to maximize the benefits.

Making Good Decisions

In this session, participants will learn tips they can use to make better decisions and some common decision traps. They will also be introduced to the decision wheel as a tool for good decision-making.

Creating a Workplace Philosophy

Then, participants will develop a Philosophy Statement and gather other components necessary to draft an Individual Action Plan.

Workshop Wrap-Up

At the end of the course, students will have an opportunity to ask questions and fill out an action plan.