

# **LEADERSHIP USA<sup>®</sup>**

## **LEADING GROWTH AND TRANSFORMATION**

**How Leaders Accelerate Their  
Organizations' Progress to the Future**

**Presented by Peter Sheahan, CPAE**

**January 24, 2020**



# 2020 Calendar of Learning Events

## LEADERSHIP USA®



### Location:

Curtis Ballroom at the Landmark  
5345 Landmark Place, Greenwood Village, CO 80111

### Schedule:

Full day: 8:30 registration, 9:00-2:30 meeting (with breakfast and lunch)  
Half day: 8:00 registration, 9:00 to 12:00 meeting (with breakfast)

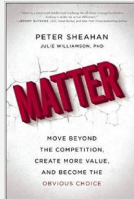
### Cost:

\$299 for members; \$499 for non-members. Includes meals and materials.

### Registration:

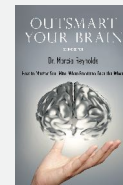
LeadershipUSA.com or call 303-471-7401

### ½ day – Friday, January 24, 2020



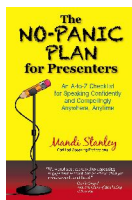
Peter Sheahan, CPAE presents **Leading Growth and Transformation: How Leaders Accelerate Their Organizations' Progress to the Future**

### Thursday, February 13, 2020



Marcia Reynolds, PsyD, CSP presents **Emotional Intelligence for Leaders: Build Stronger Relationships with Team Members**

### Wednesday, March 11, 2020



Mandi Stanley, CSP presents **Write It So They Read It: Executive-Level Business Writing in Just One Day**

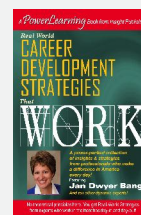
### ½ day – Tuesday, April 7, 2020



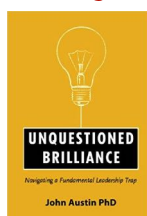
Joel G. Block, CPA, CSP presents **The Inside Track on Money and Capital: Leveraging all of Your Resources into Powerful and Profitable Outcomes**

**Thursday, May 7, 2020**

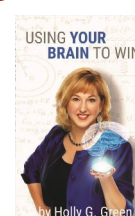
Bob Wendover, CSP presents  
**DecisioNinjas: Building Tomorrow's Generation of Workplace Problem Solvers**

**Tuesday, June 9, 2020**

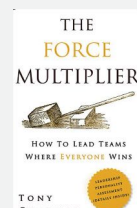
Jan Dwyer Bang, MBA, CSP presents  
**Stepping Up to Supervision: How to Increase Your Influence with Others**

**½ day – Wednesday, July 8, 2020**

John Austin, Ph.D. presents **Strategic Thinking: Shifting Mindsets and Building the Strategic Capacity of Your Team**

**Thursday, August 13, 2020**

Holly Green presents **Using Your Brain to Win in Today's Hyper Paced World: Living & Thriving at the Pace of Change**

**Tuesday, September 15, 2020**

Tony Chatman, CSP presents **The Force Multiplier: How Contributors Can Transform into Leaders of Winning Teams**

**Tuesday, October 13, 2020**

Dr. Shirley Davis, CSP, SHRM-SCP, SPHR, ACC presents **Leading Workforce 2030: Trends That are Redefining the Workplace, the Workers, and the Work**

**Thursday, November 12, 2020**

Clint Swindall, CSP presents **Engaged Leadership: Building a Culture to Overcome Employee Disengagement**

**Wednesday, December 9, 2020**

Michelle Tillis Lederman, CSP presents **Connected Leadership: Create a Trusted and Influential Leadership Brand**

# LEADERSHIP USA EVENT INFO

## Information About This LEADERSHIP USA® Learning Event



### AGENDA

Registration starts at 8:00 AM. The workshop starts at 9:00 AM and concludes promptly at 12:00 PM. A fifteen-minute coffee break is scheduled for 10:30 AM. A breakfast buffet is served from 8:00 to 9:00 AM. Restrooms are by the elevator door, as well as the 1st & 2nd floors.



### MICROPHONES

This event is being livestreamed around the U.S., so please use the wireless microphones when speaking. Even if the live audience can hear you in the room, the remote audience can't unless you speak into the microphone. Thank you in advance!



### PHONE CALLS

As a courtesy to others, please mute your phones during the program. If you must take a call, please take the elevator down to the first floor lobby. (We can hear your conversation if you stand by the restrooms.)



### OUTSIDE WORK

Texting, working on your laptop, and responding to email can be a distraction to your fellow learners. Please be present during the event and work outside the meeting room.



### REGISTRATION

The schedule of upcoming LEADERSHIP USA learning events is included in the front of this workbook. Register with a credit card online at [LeadershipUSA.com/events](https://LeadershipUSA.com/events) using promo code LUSA200 or email [Nadine@LeadershipUSA.com](mailto:Nadine@LeadershipUSA.com) to receive an invoice.



### FEEDBACK

To best meet your needs, we need your input! At the conclusion of the session, please complete the paper or online evaluation using the QR code or URL on the inside back cover.



### CERTIFICATION

To receive 4.5 SHRM, 4.5 HRCI, and/or 5.4 CPE credits for this event, please email your request to [Nadine@LeadershipUSA.com](mailto:Nadine@LeadershipUSA.com).

**Thank you and have a great day!**

## Additional Tools to Help You Reinforce and Implement Your Learning



1

### IDENTIFY

If you haven't already, fill out Step 1 (Preparation) of your LEADERSHIP USA 3P Development Plan in the back of your workbook. Set one to three goals where you hope to gain more skills or knowledge from today's event.

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2

### DETERMINE

At the conclusion of today's event, complete Step 2 (Process) in your LEADERSHIP USA 3P Development Plan.

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3

### COMPLETE

Finish Step 3 (Post) in your LEADERSHIP USA 3P Development Plan.

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### MEET

Gather with your co-workers who also attended today's event. Use the Discussion Guide at the back of this workbook to share how you will implement your learning within your company.

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### WATCH

View the video clip you'll receive via email once a week for the next three weeks to reinforce a key piece of content. How can you continue to practice and apply your new knowledge and skills at work?

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### STUDY

Visit the LEADERSHIP USA Learning Library to review additional educational resources from today's and other LEADERSHIP USA instructors. Go to [LeadershipUSA.com/learning-library](https://LeadershipUSA.com/learning-library) (password DEVELOPMENT).

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### DEBRIEF

Meet with your manager and/or your team to share your lessons learned, how you've applied your new skills, and what you've achieved as a result.



# NOTES



# NOTES



# NOTES





# NOTES



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# NOTES



## Continue Your Learning After Today's Learning Event!



### LEADERSHIP USA Learning Library

Access additional self-study resources (eBooks, Videos, MP3s, articles, etc.) from our distinguished faculty members at [LeadershipUSA.com/learning-library](http://LeadershipUSA.com/learning-library) (use password **DEVELOPMENT**). Just click on the wheel to jump right to your desired skill!

### Upcoming Bi-monthly Webinar

As part of your membership benefits, LEADERSHIP USA® hosts a bi-monthly one-hour webinar with a top-notch leadership expert, which is free and open to ALL employees. The webinars are recorded, and a handout is provided for teams to implement the principles together.

#### Next webinar:

Friday, March 27, 2020

11:00 AM to 12:00 PM Mountain

## Women in Leadership: How to Amplify Potential, Power, and Persuasion

**Jennifer Ledet, CSP, SPHR, SHRM-SCP**

Good listening skills, empathy, and a collaborative approach are qualities that women possess but often downplay. Explore how you can lean into and leverage these “feminine”/success traits, as a means for creating a more engaged, productive, and profitable organization.

**Registration:** [LeadershipUSA.com/webinars](http://LeadershipUSA.com/webinars)  
Use password **DEVELOPMENT**.



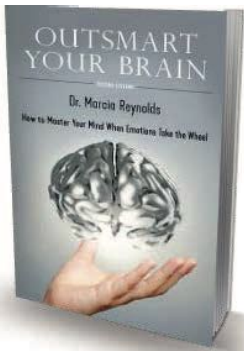


# LEADERSHIP USA®

## FEATURED FACULTY

### MONTHLY MEMBERSHIP SEMINAR

## Emotional Intelligence for Leaders: Build Stronger Relationships with Team Members



No matter how smart you are, your brain still seems to get the best of you when you are under pressure, worried about change, or just too busy. Your brain has a mind of its own. Yet you can outsmart your brain and make more powerful choices if you know what emotional triggers drive your behavior. You can ease your tension, adapt to changing scenarios, and create better alignment in your conversations with a foundational skills and knowledge in emotional intelligence. This program will help you understand and sometimes laugh at how your brain works so you can consciously choose how to best use your time, your mind, and your skills in unpredictable situations. You can become the master, not the victim of your brain.

### Marcia Reynolds, PsyD, CSP

Dr. Marcia Reynolds, CSP is fascinated by the brain, especially what triggers feelings of connection, commitment, and possibility. She draws on her research to teach and coach leaders to get positive results from difficult situations. She has presented in 35 countries for corporations, government agencies, associations, and universities including Harvard Kennedy School, Cornell University, and schools in Canada, Russia, and Kazakhstan. Marcia's doctoral degree is in organizational psychology. She continues to research workplace behaviors, leadership effectiveness, and the science of motivation and engagement. She also holds two master's degrees in education and communications.



**Thursday, February 13, 2020**

**Registration: 8:30 AM | Session: 9:00 AM - 2:30 PM**

**The Curtis Ballroom at the Landmark**

**5345 Landmark Place, Greenwood Village, CO 80111**

### Competencies:

Emotional Intelligence,  
Interpersonal Communications,  
People Management

**Most Appropriate:** Level 2

**Next Appropriate:** Level 3

# LEADERSHIP USA PODCAST

## Subscribe to the new **LEADERSHIP USA Podcast!**

**Developing Your Extraordinary  
Leaders, in All Locations, All at Once.**



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### This 3P Process Helps You Get the Most from Your LEADERSHIP USA Experience

Congratulations on registering for a LEADERSHIP USA learning event—the beginning of your journey into the competencies covered in this workshop. We have developed this planner to help you achieve your performance improvement goals. We'll recommend specific action steps you can take before, during, and after your LEADERSHIP USA learning event to help you apply your new skills and knowledge to your work and life.

## 1. PREPARATION - BEFORE THE LEARNING EVENT

- a) **REVIEW.** Read the outline online at [LeadershipUSA.com](http://LeadershipUSA.com) for the learning objectives for your session.
- b) **SET.** Identify one to three goal areas where you hope to gain more skills or knowledge:
  - ★
  - ★
  - ★
- c) **DISCUSS.** Review the information above with your manager.
  - ✓ How does this topic relate to my current work challenges?
  - ✓ How will this learning event help me prepare for the future?
  - ✓ Identify one or more upcoming opportunities for you to apply the skills you will learn.
- d) **READ.** If possible, purchase and read the instructor's featured book. Journal about your insights in preparation for a great day of learning!

## 2. PROCESS - DURING THE LEARNING EVENT

- a) **REVIEW.** Before the day begins, go back to your goals. What challenges are you having that motivated you to attend this learning event?
- b) **IDENTIFY.** What are your Ah-Ha's (what changed for you after attending the workshop)? What are your "keepers" and key takeaways?
  - ★
  - ★
  - ★
- c) **DETERMINE.** Review the material, exercises, and discussions from the day:
  - ✓ What changes are you going to make?
  - ✓ What is your action plan? Specifically identify the ideas you will implement.
  - ✓ What challenges might you face?
  - ✓ With whom do you need to connect to discuss these plans?

### 3. POST - AFTER THE LEARNING EVENT

a) **MEET.** Review the seminar handout and your notes from the day. Gather with other attendees from your company back at the office to complete the Discussion Guide provided by the instructor (go to [leadershipUSA.com/learning-library](https://leadershipUSA.com/learning-library) and use password LEARNING).

- ✓ How will you implement the lessons learned?
- ✓ How will our learning benefit the organization?
- ✓ What barriers can we help each other overcome?

b) **DISCUSS.** Debrief the day and your key takeaways with your manager and team:

- ✓ What knowledge did you gain that will help you overcome the current work challenges you discussed?
- ✓ How will your new skills help you better prepare for future opportunities and situations?
- ✓ Where will you specifically apply the skills you've learned, and how do you anticipate your performance will improve as a result?
- ✓ Determine your next steps to practice and apply your new knowledge and skills at work.
- ✓ Select an accountability partner if applicable to provide support and feedback as you implement your action plan.

c) **STUDY.** Visit the LEADERSHIP USA Learning Library ([leadershipUSA.com/learning-library](https://leadershipUSA.com/learning-library) password LEARNING) for additional educational resources, videos, articles, and eBooks on the competencies covered in the learning event. Feel free to email the instructor directly with additional questions!

d) **REFLECT.** Several weeks later (or after your action plan is complete), think about:

- ✓ How did this learning event change you?
- ✓ What do you feel more prepared and confident to do?
- ✓ How have you applied what you learned?
- ✓ What have you achieved as a result?

e) **ATTEND.** Participate in future quarterly webinars [leadershipUSA.com/webinars](https://leadershipUSA.com/webinars) and monthly learning events to stay engaged in the learning process!



## **YOUR FEEDBACK MATTERS!**

At the conclusion of this learning event, please complete the online course evaluation.



**SCAN  
ME!**



If you don't have a QR code reader, download one from your phone's app store. Or open a browser and go to:

[surveymonkey.com/r/CO200124](https://surveymonkey.com/r/CO200124)

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