

Managing Self and Leading Others

Professional training programme



SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

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— Workshop Overview

This course is designed for supervisors, managers, and individuals at any level within the organization who want to sharpen their leadership capabilities, aspire to learn more about themselves, and are interested in using their influencing skills to manage and lead others. The course takes the participants on a journey of self-discovery and self-reflection and trains them on strategies and skills that will make them shine and thrive in their jobs and personal lives.

Why Attend

This course uses self-assessment tools to diagnose, discover, and explain the participants' ability to manage and lead others. It will also use group presentations, discussions, role-plays, and case analyses.

Who Should Attend

This course is ideal for new or experienced supervisors and managers in any function within the organization and for individuals who want to better understand and manage themselves and lead others. The course is also perfect for those looking for a refresher course, a new perspective, or inspiration on the course subject.

— Learning Objectives

- Increase their self-awareness for better self-management
- Plan and set goals and directions based on values and aspirations
- Earn the trust of others and get results with leadership coaching
- Persuade others by using persuasive strategies and techniques
- Inspire growth and lead others for long-term results

— Course Outline

DAY
1

Self-Awareness: A Point of Departure

- Assessing your self-awareness
- Why increase your self-awareness?
- How to increase your self-awareness

DAY
2

Self-awareness questionnaires

- Emotional intelligence questionnaire
- Assertiveness questionnaire
- Meirc Behavioral Profile
- Summarizing your self-awareness profile

DAY
3

Self-Management: Clarifying Values, Setting Goals, and Planning

- What is meant by self-management?
- Self-management, personal and social skills
- Self-management skills and lifelong learning
- How well do you plan and set goals?
- What are your personal values?
- Personal goal-setting
- Personal mission statements
- Strategies for effective goal-setting

DAY
4

Leading Others with Active Coaching

- Characteristics of an ideal coach
- How a good coach is described
- Seven masterful coaching personality traits
- Myths and realities
- Seven communication principles for coaching
- Gathering good information with EARS
- Good habits of effective listeners
- Leadership coaching styles: What kind of coach are you?

DAY

5

Persuading Others with Tact and Diplomacy

- Definition of 'Persuasion'
- Persuasion strategies: Credibility
- Persuasion strategies: Logical reasoning
- Persuasion strategies: Emotional appeal
- Improving your persuasive skills
- Persuasive skills in formal presentations
- Persuasion versus negotiation
- The art of persuasion: Thirty proven tips and techniques
- Day 6: Transforming Others with Influence and Inspiration
- Transformational leadership defined
- Transformational leadership and charisma
- A model of transformational leadership
- Transformational leadership factors
- Transactional leadership factors
- Other transformational perspectives
- How does the transformational approach to leadership work?

— Upcoming Classroom Dates

DATE	LOCATION	FEE
5 - 9 October 2026	Amsterdam - Netherlands	€2,125
16 - 20 November 2026	London - United Kingdom	€2,100
7 - 11 December 2026	Istanbul - Türkiye	€1,425
11 - 15 January 2027	Cape Town - South Africa	€2,125
8 - 12 February 2027	Barcelona - Spain	€1,925
8 - 12 March 2027	Rome - Italy	€2,125
12 - 16 April 2027	Munich - Germany	€2,125
10 - 14 May 2027	Amsterdam - Netherlands	€2,125

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.