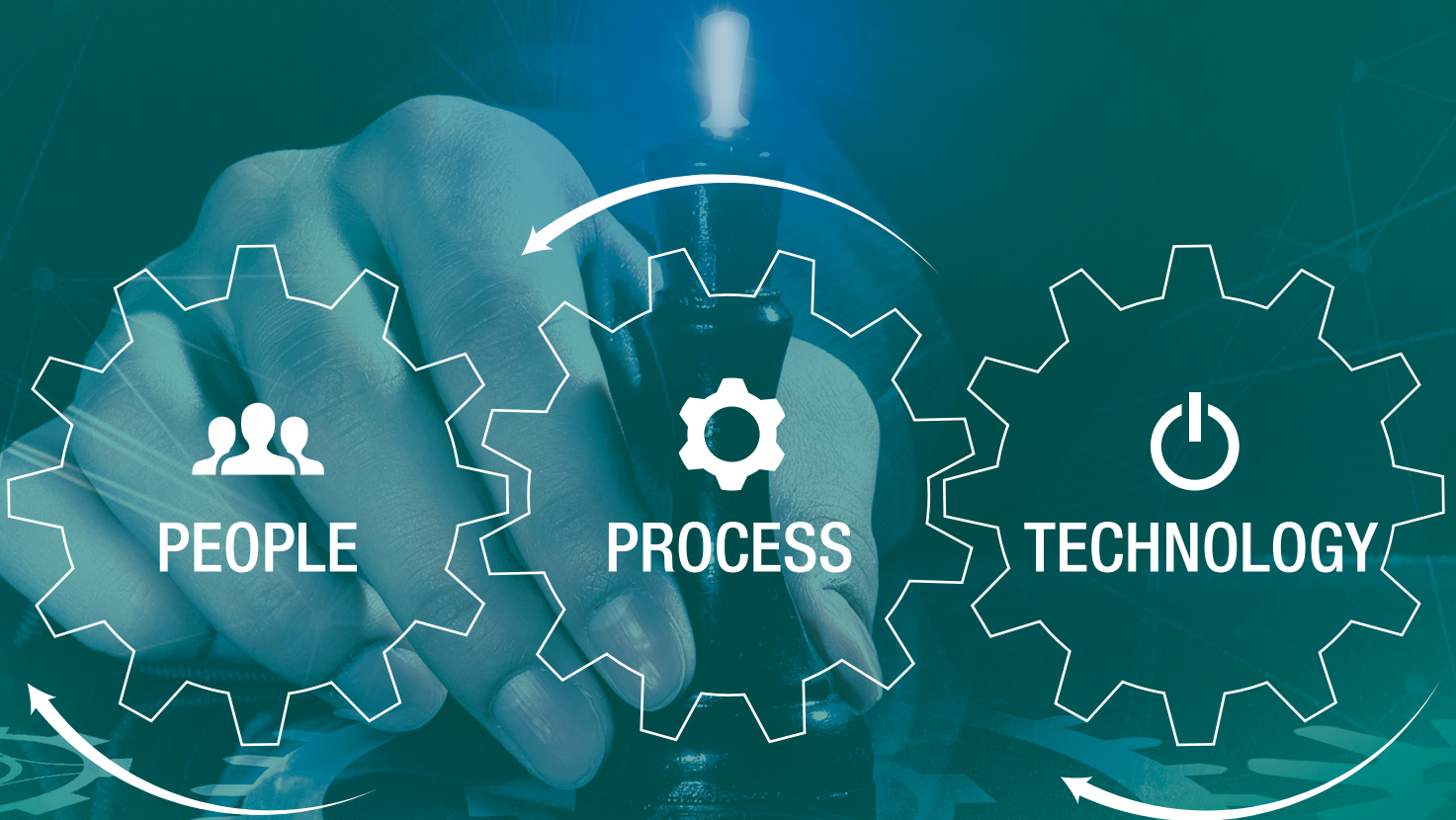




High Performance Requires More Than Technical Skills

DEVELOP YOUR LEADERSHIP VOICE & PROFESSIONAL ACUMEN TO IMPROVE DELIVERY OF BUSINESS VALUE



**A Holistic Approach
to Optimise Your
Workforce**

[Learn more](#)

**Comprehensive Leadership
& Professional Development
Curriculum**

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**High-Performance Training
& Implementation
Solutions**

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DO YOU HAVE A WINNING STRATEGY FOR ATTRACTING, RETAINING & DEVELOPING LEADERS?

4.6 Years

is the average expectancy that employers can keep an employee.

— US Bureau of Labor Statistics

55%

of business leaders are highly or moderately concerned with attracting and retaining the next generation of workers.

— Forum

83%

of organisations rated targeted leadership development for all leader levels as 'important' or 'very important'.

— Brandon Hall

Power Up Leadership and Professional Development by Creating Alignment Between People, Processes & Technology



PEOPLE

Supporting your people to own and drive their performance and careers while developing effective leadership at every level is vital for organisations to create the culture required to meet 21st century challenges.



PROCESS

Policies and processes such as recruitment, promotion, career development, and performance management rely on clearly defined competency frameworks to meet the specific needs of an organisation.



TECHNOLOGY

Enhancing an employee's behavioral competencies in step with their technical skillset ensures that the value and effect of their contribution is maximised and their career aspirations are met.

Learning Tree's Leadership & Professional Development Partnering with You in Building Competencies

Learning Tree's expertise in competency development extends far beyond our curriculum. We can work with your people to maximise their effectiveness in a rapidly changing workplace. Leaders must exemplify the values and standards you expect, and have the personal qualities to inspire and engage others. Our coaches and facilitators bring real-life experience to design and implement competency-based learning.

A HOLISTIC APPROACH TO OPTIMISE YOUR WORKFORCE



- › Based on your Leadership & Professional Development needs, our experts will ensure your workforce has a proper framework in place with well-defined processes, policies and learning paths

- › Create a clear professional development program that delivers the culture, values and behavioral standards to meet your strategic vision

- › Align the attitudes, mindsets and behaviors of your workforce to your organisational values, and create a positive, productive workplace culture
- › Determine the competency needs of your existing staff and identify development gaps through profiling and assessments

- › Develop a customised Leadership & Professional Development curriculum with individual learning plans to meet the needs of your staff and organisation
- › Provide program management of the training, coaching and mentoring of your staff

- › Rapidly increase the self-awareness and professionalism of your staff with customised Leadership & Professional Development Workshops

- › Embed our facilitators and coaches to help your staff apply their learning and demonstrate increased effectiveness in their role

LEADERSHIP & PROFESSIONAL DEVELOPMENT WORKSHOPS

- Identify employees' existing talents and strengths upon which to build
- Determine areas for development and support the strengthening of competencies
- Recognise and develop leadership capabilities at every level of the organisation
- Build the confidence and engagement of employees, ranging from entry level to executives
- Create accountability that enables employees to own their career development

Learning Tree's Comprehensive Leadership & Professional Development Curriculum

Learning Tree's expert Leadership & Professional Development curriculum architects have designed extensive courses to enable you to extend the range and depth of your personal and professional effectiveness in the workplace.

	JUNIOR PROFESSIONAL / ENTRY LEVEL	EXPERIENCED PROFESSIONAL / TEAM LEADER
COMPETENCY CLUSTER: PERSONAL DEVELOPMENT		
MANAGING SELF, TIME & RESOURCES	<ul style="list-style-type: none"> ▶ Personal Skills for Professional Excellence <i>Course 297 • 4 Days</i> ▶ Time Management <i>Course 344 • 2 Days</i> 	<ul style="list-style-type: none"> ▶ Assertiveness: Communicating with Authority & Impact <i>Course 244 • 3 Days</i> ▶ Business & Report Writing Introduction <i>Course 219 • 3 Days</i>
PROBLEM SOLVING & DECISION MAKING	<ul style="list-style-type: none"> ▶ Professional Development Essentials <i>Course 4663 • 1 Day *</i> ▶ Emotional Intelligence Essentials <i>Course 4666 • 1 Day ½</i> 	<ul style="list-style-type: none"> ▶ Responding Productively to Stress <i>Course 4661 • 1 Day</i> ▶ Critical Thinking & Creative Problem Solving <i>Course 284 • 3 Days</i> ▶ Executive Leadership Essentials <i>Course 4668 • 1 Day *</i>
COMPETENCY CLUSTER: LEADERSHIP & MANAGEMENT		
DEMONSTRATING LEADERSHIP	<ul style="list-style-type: none"> ▶ Personal Skills for Professional Excellence <i>Course 297 • 4 Days</i> ▶ Assertiveness: Communicating with Authority & Impact <i>Course 244 • 3 Days</i> 	<ul style="list-style-type: none"> ▶ Influence: Getting Results without Direct Authority <i>Course 294 • 3 Days</i> ▶ Developing Your Leadership Voice for Presence & Impact <i>Course 3405 • 3 Days</i> ▶ Emotional Intelligence: Achieving Leadership Success <i>Course 3411 • 3 Days ½</i>
DEVELOPING PEOPLE & MANAGING PERFORMANCE	<ul style="list-style-type: none"> ▶ Achieving Success as a New Manager <i>Course 4660 • 1 Day</i> 	<ul style="list-style-type: none"> ▶ Project Management Fundamentals <i>Course 290 • 3 Days -OR- Management Skills for an IT Environment Course 906 • 3 Days</i> ▶ Coaching Essentials for Managers <i>Course 4667 • 1 Day *</i>
COMPETENCY CLUSTER: COMMUNICATION & RELATIONSHIP BUILDING		
WORKING IN TEAMS	<ul style="list-style-type: none"> ▶ Personal Skills for Professional Excellence <i>Course 297 • 4 Days</i> ▶ Communication Skills <i>Course 292 • 3 Days ½</i> 	<ul style="list-style-type: none"> ▶ Customer Service Essentials <i>Course 4669 • 1 Day</i> ▶ Project Management Fundamentals <i>Course 290 • 3 Days -OR- Management Skills for an IT Environment Course 906 • 3 Days</i> ▶ Leading Teams: Improving Productivity through Teamwork <i>Course 222 • 3 Days *</i>
COMMUNICATING & ENGAGING	<ul style="list-style-type: none"> ▶ Personal Skills for Professional Excellence <i>Course 297 • 4 Days</i> ▶ Communication & Engaging with Others <i>Course 4974 • 1 Day ¾</i> 	<ul style="list-style-type: none"> ▶ Business & Report Writing Introduction <i>Course 219 • 3 Days</i> ▶ Technical Writing Introduction <i>Course 319 • 4 Days</i> ▶ Critical Thinking & Creative Problem Solving <i>Course 284 • 3 Days</i> ▶ Stakeholder Management Essentials <i>Course 4975 • 1 Day</i> ▶ Business Relationship Management: Aligning IT & the Business <i>Course 902 • 3 Days</i> ▶ Public Speaking: Competent Speeches & Presentations <i>Course 903 • 3 Days</i>
COMPETENCY CLUSTER: STRATEGIC THINKING & ORGANISATIONAL DEVELOPMENT		
INNOVATION & CONTINUOUS LEARNING	<ul style="list-style-type: none"> ▶ Critical Thinking & Creative Problem Solving <i>Course 284 • 3 Days</i> ▶ Emotional Intelligence Essentials <i>Course 4666 • 1 Day ½</i> 	<ul style="list-style-type: none"> ▶ Professional Development Essentials <i>Course 4663 • 1 Day *</i> ▶ Leading Innovation Essentials <i>Course 4982 • 1 Day</i>
DEVELOPING THE ORGANISATION	<ul style="list-style-type: none"> ▶ Personal Skills for Professional Excellence <i>Course 297 • 4 Days</i> ▶ Business Relationship Mgmt: Aligning IT & the Business <i>Course 902 • 3 Days</i> 	<ul style="list-style-type: none"> ▶ Strategic Planning and Implementation <i>Course 252 • 3 Days</i> ▶ Strategic Thinking for Operational Management <i>Course 3310 • 3 Days</i> ▶ Agile Leadership <i>Course 3401 • 3 Days</i> ▶ Organisational Change Management: APMG CM Practitioner Certification <i>Course 288 • 5 Days</i>

LEARN MORE AT: LEARNINGTREE.SE/MANAGEMENT

Development Learning Paths

Comprehensive, flexible learning paths that
advance at every stage of your career.

SENIOR PROFESSIONAL / EXECUTIVE LEADER

▶ Emotional Intelligence:
Achieving Leadership Success
Course 3411 • 3 Days [Ⓜ]

▶ Executive Leadership
Essentials
Course 4668 • 1 Day *

▶ 21st Century Leadership:
Inspiring Excellence &
Engagement
Course 3311 • 3 Days

▶ Leading Innovation Essentials
Course 4982 • 1 Day

▶ Executive Leadership Essentials
Course 4668 • 1 Day *

▶ 21st Century Leadership: Inspiring Excellence
& Engagement
Course 3311 • 3 Days

BUILDING

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▶ Agile Leadership
Course 3401 • 3 Days

▶ Conflict Management &
Resolution Essentials
Course 4972 • 1 Day

▶ Executive Leadership
Essentials
Course 4668 • 1 Day *

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▶ Developing Your Leadership
Voice for Presence & Impact
Course 3405 • 3 Days

▶ Coaching Essentials for
Managers
Course 4667 • 1 Day *

▶ 21st Century Leadership:
Inspiring Excellence &
Engagement
Course 3311 • 3 Days

DEVELOPMENT

▶ Coaching Essentials for
Managers
Course 4667 • 1 Day *

▶ Developing Your Leadership
Voice for Presence & Impact
Course 3405 • 3 Days

▶ 21st Century Leadership:
Inspiring Excellence &
Engagement
Course 3311 • 3 Days

▶ Executive Leadership
Essentials
Course 4668 • 1 Day



MEET JUDI WILLIAMS

Executive Coach,
Curriculum Architect, Course Author,
& Performance Consultant

Judi Williams is an award-winning instructor with over 25 years of global experience. Judi is a Business Psychologist and holds an Advanced Diploma in Executive Coaching, plus 15 further diplomas, accreditations and certifications in her field of expertise.

- Architect of the Leadership & Professional Development Curriculum
- Author of five Learning Tree multi-day courses & seven one-day courses
- Technical Editor of a number of Learning Tree's courses including the newly-developed '21st Century Leadership: Inspiring Excellence & Engagement'

“*Judi's passion and enthusiasm for excellence in the workplace is infectious. She completely understood our needs, and worked with us to design and deliver a competency-based development program that engaged and inspired our staff. This program has changed the culture of our organisation.*”

— International Non-Governmental Organisation



MEET LAWRENCE T. BARNARD

CMC, PMP, PMI-RMP,
Change Management Practitioner

Lawrence T. Barnard is the CEO of Explorus Group Inc., the Managing Partner of Hummingbird Mentors and decade-long instructor for Learning Tree. As a consultant, professional speaker, writer and mentor, Lawrence draws on 20+ years of business and project management experience to help organisations around the world better achieve their goals. Lawrence has authored courses and books within: formal business management, business analysis, organisational change management, risk management and project management.

- Author of five core and ten custom Learning Tree courses
- Has taught over 240 courses globally
- Provides instructional design during course development

“*He knows precisely how to take multi-faceted and complex business concepts and make it easier for leaders to understand, accept, and do something about. Larry knows the steps. He's the guy who can come in, diagnose, prescribe and administer the solution.*”

— L. Gregory, Trainevision Inc.

* This course is exclusively available for on-site delivery at your location.
[Ⓜ] This course features blended learning and on-demand training options.

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Microsoft

Oracle

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Apple Programming	ITIL®, COBIT® & TOGAF®	Networking, Virtualisation & Data Storage	SQL Server
Azure	Java Programming	Oracle	Web Development
Big Data & Data Science	Leadership & Professional Development	Project Management	Windows Desktop
Business Analysis	Linux & UNIX	Python, Perl & C++	Windows Systems
Business Intelligence	Microsoft Office	SharePoint	
Cloud Computing	Mobile App Development		
Communication Skills			

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serving national and multinational corporations, government agencies, education and non-profits

600+ Expert Advisors

serving our global customer footprint and averaging 20+ years of diverse real-world experience

Demonstrated Past Performance

in offering end-to-end proven capabilities to provide all facets of Workforce Optimisation resulting in improved organisational alignment

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