

A Guide to Building Successful Leaders at All Levels

THE LEADERSHIP DEVELOPMENT BLUEPRINT



SKYE
BUSINESS SOLUTIONS

Set Direction

Mobilize People

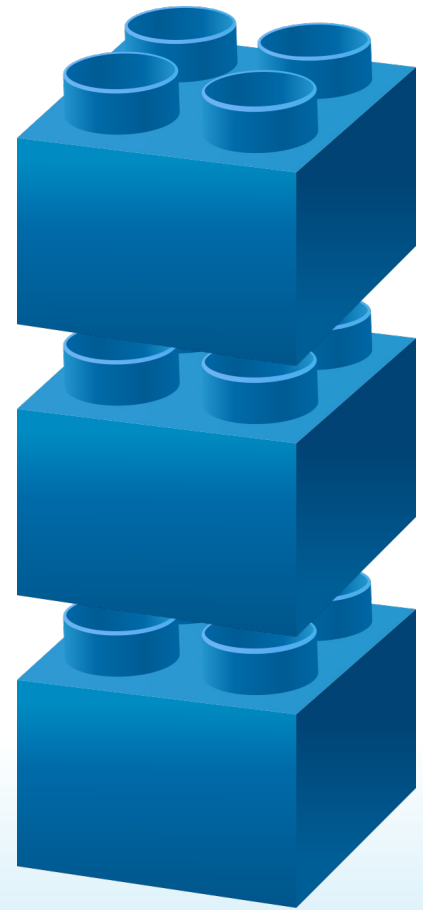
Inspire Action & Results

**SKYE Business Solutions'
Leadership Development Blueprint
builds the foundation
for success for your
organization.**



success

The Blueprint provides the leadership building blocks your organization needs.



The Leadership Development Blueprint is designed to help you optimize your workforce through focused leadership development. It provides a unique experience for each leader, and establishes a foundation for personal and organizational success. SKYE's unique process blends learning content, tools, assessments, and expert facilitation within its leadership development training programs.

SKYE uses a real-world approach to leadership development. We focus on training that is based in reality and 'on-the-job' challenges leaders' face. Sessions are spaced strategically to support an adult-learner retention model. One-on-one support, multi-media resources, and reinforcement are standard in every program.

SKYE Business Solutions understands the challenges of today's business environment. Our Leadership Development Blueprint provides the leadership building blocks your organization needs to lay the foundation for on-going leadership success.

Leadership Development: A Business Priority

The Leadership Development Blueprint connects everyday business challenges your organization faces with the skills leaders need to successfully address the issues. Our program is designed to develop leadership skills to address the many challenges organizations face.



Marketplace Pressures

- Increasing competition
- Customer satisfaction
- Cost pressure



Culture of Engagement

- Changing employee expectations
- Rapidly changing cultural values
- Driving innovation through collaboration



Changing Workforce

- Retirements across all levels of leadership
- Generational differences in the workplace



Recruitment & Retention of Talent

- Tightening labor market
- Realities of a mobile workforce
- Today's employees expect development

Organizations require leadership at all levels, and leadership skills need to evolve to meet the growing demands and pressures of a global marketplace. SKYE's Leadership Development Blueprint offers four program types to build leadership capabilities where needed the most. The starting point is SKYE's comprehensive needs analysis followed by a customized program to address your top business challenges and priorities.

With the Blueprint, organizations have the information they need to build leadership development, lay the foundation for sustained success, and prepare all leaders for the day-to-day challenges ahead.

Leadership Required at ALL Levels

Leadership is a continuous cycle that involves leading self, leading others, and leading the organization.

Strong leadership is needed at every level within a company to ensure long-term success.

Without this leadership foundation, every area of a business can be negatively impacted.



By building a strong leadership foundation at every level in the organization, leaders will know how to address challenges, adapt to changes, and realize success.



Identify Your Top Talent

SKYE's Leadership Development Blueprint helps your leaders identify and track high-potential employees to fill top management positions. Fostering the next generation of leaders is an on-going necessity and leaves you with critical questions:

- Who will take over key leadership roles?
- How will we find, and retain, top talent?
- How can we prevent competition from luring away our top performers?

Our leadership development plan will help you identify top talent based on three criteria: Distinguished Performance; Strong Foundational Skills; and Future Role Capacity.

Your organization's leaders are the front lines in developing talent that meet this criteria. Within each criteria are specific qualities to help you determine who has the leadership traits needed to take your company successfully into the future.



What are the challenges our organization is facing?

What does success look like?

What leadership abilities will be required?

What are our leadership strengths and gaps?

What leadership development needs to take place?

Designing Your Development Plan



The starting point for designing a leadership development plan begins with a needs analysis. SKYE facilitates the needs analysis to identify the required leadership focus and your organization's current leadership strengths and weaknesses.

The next step is to customize development programs based on the needs analysis and the requirements of your learners. SKYE starts the development plan by assessing each employee. Skills assessments completed by both the participant and the manager highlight the behaviors and skills within core competencies that are contributing to, or impacting, success. Identifying areas for development, and creating a plan, will move the individual and the organization towards new levels of performance.

The core leadership competencies are focused on the key requirements for success.



Strategic
Insight



Managing
Outcomes



Leadership
Impact



Personal
Development

Development Plans At Every Level

SKYE offers development programs for high-impact performance at all leadership levels. Based on the needs analysis, programs are recommended that are customizable and unique to your organization.

<i>Leadership Program</i>	<i>Learning Areas</i>	<i>Leadership Levels</i>
Executive Leadership Development (ELD)	<ul style="list-style-type: none"> » Strategic Thinking and Planning » Building A Culture of Accountability and Success » Leaders Teaching Other Leaders » Coaching and Mentoring 	Executives
Leadership Development Academy (LDA)	<ul style="list-style-type: none"> » Principles of Empowering Leadership » Emotional Intelligence » Coaching and Mentoring » Influential Leadership Communication 	First Level Managers Manager of Managers
Pathway to Leadership (PTL)	<ul style="list-style-type: none"> » Principles of Empowering Leadership » 5 Roles of leadership » Team Performance » Effective Delegation » Performance Management » Team Charter 	Emerging Talent First Level Managers
Personal Leadership Essentials (PLE)	<ul style="list-style-type: none"> » Leading Self » Effective Communication » Conflict Management 	All Employees

Executive Leadership Development (ELD)

Leverages leadership potential to maximize the organization's commitment, motivation, and alignment to results.

Senior Level Leaders

DESIGNED FOR

Five (5) Interactive
Training Sessions
3-Hour Sessions

Manager of Managers

Challenge Areas

- » Define and articulate vision.
- » Build strategic alignment.
- » Develop a leadership and talent strategy aligned with business strategy.
- » Establish and lead the culture necessary for success.
- » Connect people and teams to company success.
- » Foster change and innovative ideas.

Tools

- » Program Materials
- » Self Evaluations
- » DISC Style Assessment
- » 360 Leadership Survey
- » Individual Development Plan
- » Spaced Repetition Sessions
- » Application Assignments
- » Coaching Advice

Session 1

The Business Environment

Analyze and understand external challenges and opportunities.

Session 2

Your Business Value

Understand your value to your customers and factors critical for business success.

Session 3

Business Innovation

Define your competitive advantage and how to stay relevant and resilient.

Session 4

Culture and Leadership

Outline your desired culture and the leadership behavior to drive success.

Session 5

Goal Setting

Connect your team members contribution to goals and business value.

Leadership Development Academy (LDA)

Enhances the learner's ability to manage ambiguity, deal with complex situations, and effectively address competing priorities while leading others and collaborating cross-functionally to achieve tangible results.

**Manager of
Managers**

DESIGNED FOR

Five (5) Interactive
Training Sessions
6-Hour Sessions (full day)

**First-level
managers**

Challenge Areas

- » Build a strong understanding and awareness of self, and steps needed to make the strongest, positive impact in the workplace.
- » Increase emotional intelligence for greater influence, stronger relationships, and higher levels of productivity.
- » Enhance ability to engage others and lead with strategic purpose and vision.
- » Increase strategic thinking capabilities and the ability to "make the right call."
- » Identify and articulate personal and professional goals and prepare to assume greater/ increased responsibilities.

Tools

- » Program Materials
- » Self and Manager Evaluations
- » DISC Style Assessment
- » 360 Leadership Survey
- » Individual Development Plan
- » Spaced Repetition Sessions
- » Application Assignments
- » Strategic Projects
- » Coaching Advice

Session 1 **Principles of Empowering Leadership**

Unleash the commitment and motivation of your followers to drive performance.

Session 2 **Influential Communication**

Increase your leadership influence and confidence through meaningful interactions.

Session 3 **Leading with Purpose**

Evaluate and refine your leadership "balance" to enhance your delegation capability and effectiveness.

Session 4 **High Performing Teams**

Build a foundation for high performance teamwork aligned and connected to business results.

Session 5 **Coaching for Performance**

Conquer your key moments to become a more effective business coach.

Pathway to Leadership (PTL)

Prepares first-level managers and emerging leaders to achieve lasting results through people and teams.



Challenge Areas

- » Create greater ownership for achieving results.
- » Transition from individual contributor to leading others.
- » Running your business, not letting your business run you.
- » Strengthen business relationships to achieve positive outcomes.
- » Manage and lead conflict effectively.

Tools

- » Program Materials
- » Self and Manager Evaluations
- » DISC Style Assessment
- » Individual Development Plan
- » Spaced Repetition Sessions
- » Application Assignments
- » Coaching Advice

Session 1 Leadership vs. Management

The importance of leadership in achieving long-term organizational success.

Session 2 The Five Leadership Roles

The difference between working IN the business and ON the business.

Session 3 Build Trusting Relationships

Understand the importance of being trustworthy and the impact on your leadership.

Session 4 Conflict Resolution

Turning challenging situations into positive outcomes.

Session 5 Coaching Fundamentals

Mastering the steps of the coaching conversation.

Personal Leadership Essentials (PLE)

Prepares first-level managers and emerging leaders to achieve lasting results through people and teams.

DESIGNED FOR

**First Level
Managers**

Four (4)
Interactive
Training
Sessions

**Emerging
Leaders/
Managers**

2.5-Hour
Sessions

**Individual
Contributors**

Challenge Areas

- » Learn how people perceive your verbal and non-verbal communication.
- » Improve trust by assuming positive intention.
- » Embrace your communication style and understand styles different from your own.
- » Encourage and open opportunities for safe one-way and two-way communication.
- » Understand how your communication style may affect your email communication.

Tools

- » Program Materials
- » Self and Manager Evaluations
- » DISC Style Assessment
- » Individual Development Plan
- » Spaced Repetition Sessions
- » Application Assignments
- » Coaching Advice

Session 1

Basic Communication

Understand how viewpoints and perceptions impact outcomes.

Session 2

Personal Influence

Discover your communication style and learn to adjust for other styles and better results.

Session 3

Giving and Receiving Feedback

Use feedback as a tool for personal development and helping others improve.

Session 4

Conflict Resolution

Turn conflict into collaborative solutions.

Leadership Levels Development

Based on the completed needs analysis, SKYE Business Solutions will recommend a development program to meet your organization's needs. Each plan is customized for your specific requirements.

LEADER LEVELS				
Leading Self	Leading Others	Leading Managers	Leading the Function	Leading the Organization
		EXECUTIVE LEADERSHIP DEVELOPMENT Leveraging leadership potential to maximize the organization's commitment, motivation, and alignment to results.		
		LEADERSHIP DEVELOPMENT ACADEMY Manage ambiguity, deal with complex situations, and effectively address competing priorities while leading others and collaborating cross-functionally to achieve tangible results.		
	PATHWAY TO LEADERSHIP Prepares first-level managers and emerging leaders to achieve lasting results through people and teams.			
	PERSONAL LEADERSHIP ESSENTIALS Leverages leadership potential to maximize the organization's commitment, motivation, and alignment to results.			

Assessments for Leaders, Individuals, and Teams

Assessments are powerful drivers of learning and change. SKYE's assessment and feedback process helps participants measure where they are, clarify needs and goals, and set direction for further development. Through the use of three powerful assessment tools, insight can be gained into DISC personality indicators, team effectiveness, and perceptions of your organization's leaders. The powerful tools below fit seamlessly into SKYE's Leadership Development Blueprint program.

Everything DiSC[®]™

A DiSC personality assessment that helps you understand an individual's motivation and behaviors.

Everything DiSC[®]™ uses a research-validated learning model to create a highly personalized experience. It is used to build more effective relationships and understand leadership styles.

CHECKPOINT 360[°]™

A 360 degree multi-rater assessment survey used to evaluate the effectiveness of your managers and leaders.

It highlights job performance in eight universal management competencies, enabling companies to focus on the right training and development priorities.

PROFILE XT[®]

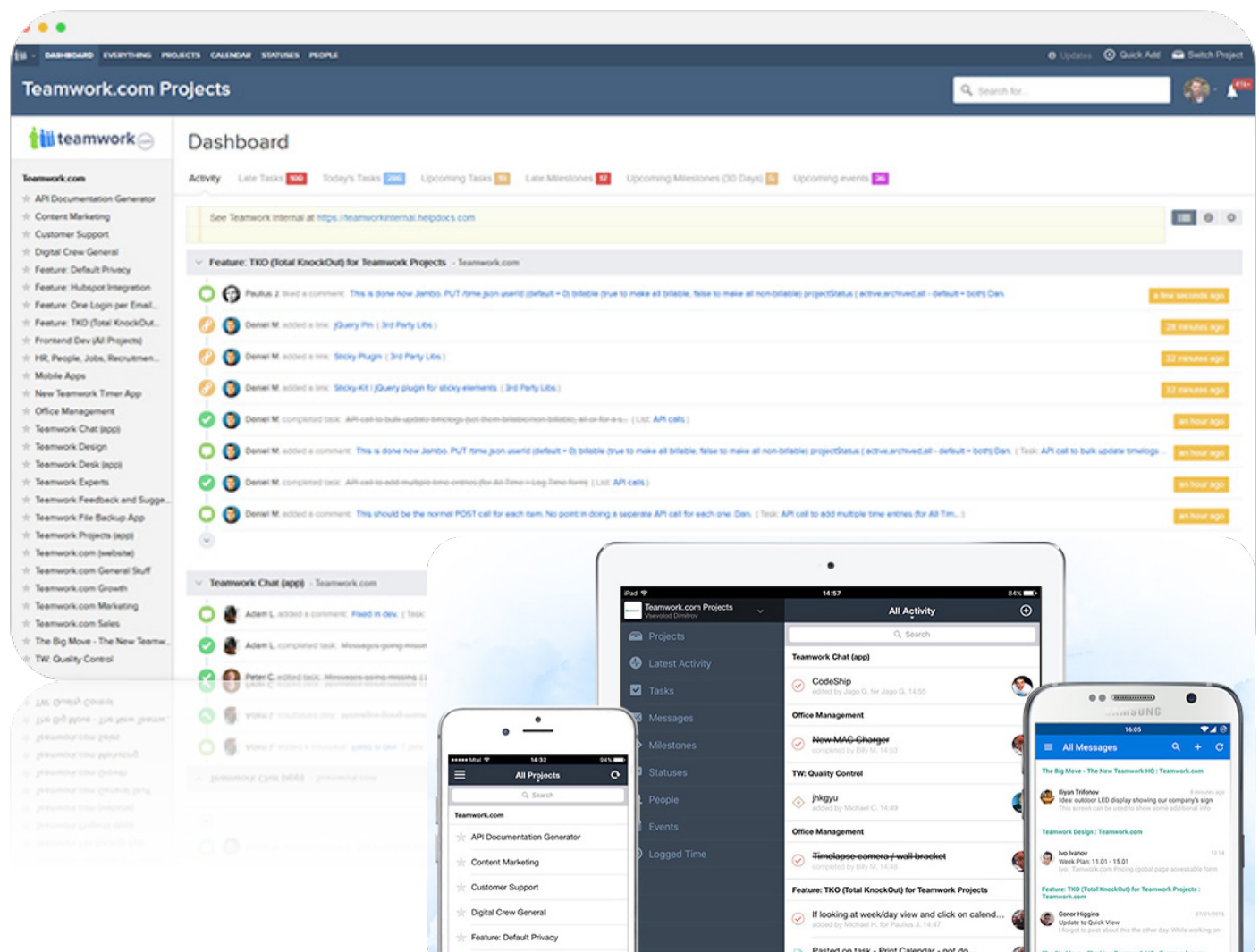
A behavior based assessment that measures how well an individual fits specific jobs in your organization.

The results can be used throughout the employee life cycle for screening, selection, on-boarding, managing, and strategic workforce planning. The assessment reports assist managers with interviewing and selecting candidates with the highest probability of success for the role, and provide practical recommendations for coaching employees for maximum performance.

Staying On Track

SKYE Business Solutions' online portal keeps every task involving your leadership development program in one place. The portal can be accessed from SKYE's website, through the mobile application, or from a desktop computer.

Participants interact and upload assignments between sessions. Reminders, tasks, and assignments are sent real time via email and stored in the portal for anytime access. Managers and program sponsors can follow progress in real time. The portal is an essential and simple way to keep learners engaged and motivated to achieve results!



SKYE Business Solutions believes that developing people to achieve success significantly impacts **engagement, retention, performance, and organizational results.**

SKYE builds **boots-on-the-ground skills** that your employees, and your organization, need to succeed.

Our strategic planning, leadership development, professional training and development, and executive coaching services are delivered with one thing in mind — **achieving measurable results.**

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