



**Leadership Excellence**  
**Emergent Leaders**  
(In Chinese)

# Leadership Excellence – Emergin Leaders



Finnish Business Council Beijing

The Swedish, Danish and Finnish Chambers of Commerce in Beijing are happy to offer the Emerging Leaders 6 Module Training in Chinese together with Schouten a part of Schouten Global, the leading global provider of talent development solutions, with over 36 years of experience in guiding global and local organizations to develop their management and future leaders.

The target is for the participants to obtain the skills needed to work and lead effectively in an organization operating with both Chinese and Nordic influence.

The course is targeting emerging or middle management Chinese staff at our member companies. The 6 modules are taught in Chinese over 6 months. Each module is a half-day training in the afternoon. After completing at least 4 of the 6 modules, the participants will get an official certificate issued by the chambers and the facilitators.

There is space for 25 participants with a maximum of 5 participants per company. The sign up is on

individual basis. Certification is only achieved, when the same person participates in at least 4 modules. If we have cancellations for specific modules, the extra space will be offered as a stand-alone training session at a price of 900 RMB.

## Price

Price for 6 modules training including materials and catering: Members 3,000 RMB / Non-Members 6,000 RMB. The fee is fixed and non-refundable regardless of actually attended modules. Our chambers are operating this activity on a non-profit basis.

## Sign up

Please sign up with details of: name, company, title/occupation and seniority before March 15th 2018. Participants must be in a middle-management role already or as a minimum a middle-management candidate within the organization.



## Modul 1 – Leadership Effectiveness Time

**Facilitator:** Schouten China

**When:** March 30<sup>th</sup> 13.00 – 17.00

**Where:** 2<sup>nd</sup> board room at Radisson BLU Hotel  
6A, East Beisanhuan Road, Chaoyang District



Managing time becomes easier when what you do makes sense in relation to why you do it. Are you spending time on activities that help you fulfil your role in the organization effectively? Will they support you in your personal growth and add value to the work you do? In this workshop, you will work with powerful time management tools that help you manage your time and effectiveness.

### **After this workshop participants will learn to**

- Identify and overcome the root causes of poor time management to work more effectively
- Manage your time by breaking ineffective habits
- Prioritize your tasks in line with your key areas of responsibility

### **Pre-course preparation**

Ask your manager and 2 colleagues for feedback on your time management skills

## Modul 2 – Strategic Thinking

**Facilitator:** Schouten China

**When:** April 20<sup>th</sup> 13.00 – 17.00

**Where:** The Grill, 2<sup>nd</sup> floor at Radisson BLU Hotel  
6A, East Beisanhuan Road, Chaoyang District



In a fast-changing business environment, strategic thinking is a strong and invaluable skill to increase your chances of success. Starting from a strong theoretical framework encompassing leading international views on strategic thinking, you will learn to reflect on the past and current of your organization and develop a strong and compelling vision for the future.

The training Strategic Thinking will provide you with the latest insights on Strategic Management and improve your skills to have strategic conversations, create a supporting base for their ideas and ensure successful implementation.

**After this workshop participants will learn to**

- Think in multiple scenarios
- Look for game-changing information
- Reframe problems to get to the bottom of things
- Understand what drives other people
- Organize open dialogues, build trust
- Give honest feedback

- Shift course quickly if you realize you're off track

**Pre-course preparation**

Define a strategic question for your organisation. Gather all the information you will need to address this issue and in consultation with your manager, identify 2-3 development goals relating to your strategic thinking skills.

## Modul 3 – Influencing

**Facilitator:** Schouten China

**When:** May 25<sup>th</sup> 13.00 – 17.00

**Where:** The Grill, 2<sup>nd</sup> floor at Radisson BLU Hotel 6A, East Beisanhuan Road, Chaoyang District



Your influencing skills are most powerful when you can create trust and common ground with those you are trying to influence. This course will give you a clear view of your preferred influencing style and help you develop an enriched suite of tools to improve your effectiveness. Staying true to your personal values at all times, you will learn to adapt your style to specific situations and people, taking their personal stakes into account. We will challenge you to experiment with a range of approaches and experience their effects. Ultimately leading to a higher success rate of achieving your objectives.

**After this workshop**

**participants will learn to**

- Understand what it means to influence without authority
- Influence others effectively in a short period
- Experience your own influencing style and how it works on others
- Explore how to change your influencing ways in different circumstances, people and objectives

**Pre-course preparation**

In consultation with your manager, identify 2-3 development goals relating to your influencing skills.

## Modul 4 – Using Coaching As A Leader

**Facilitator:** Schouten China

**When:** June 8<sup>th</sup> 13.00 – 17.00

**Where:** The Grill, 2<sup>nd</sup> floor at Radisson BLU Hotel  
6A, East Beisanhuan Road, Chaoyang District



With daily pressure on targets and results, most managers focus on managing performance and solving problems. Coaching skills enrich your management skills and enable you to bring out the best in others. Leading to sustainable change and a greater contribution to improved business results.

Strong coaching skills will increase your effectiveness as a manager as you learn to accelerate the development of others. In this course, you will gain insight into a coaching attitude, role and styles. In an authentic and transparent way, staying true to your own personal values. You will practise with several coaching models and techniques, to boost the effectiveness of your coaching conversations. In high impact practice sessions, you will work as coach, coachee and observer, resulting in a 360 degree perspective on coaching conversations. The feedback you receive from your colleagues and facilitator will help you develop your personal coaching style and discover its impact on others.

### **After this workshop participants will learn to**

- Understand their role as coach and how to use coaching skills to develop others
- Be able to apply one or more coaching models that enable them to focus on ambition and talents, promoting accountability on actions and delivering results
- Ask powerful questions and apply effective listening techniques that enable you to quickly identify underlying issues
- Structure the conversation using the GROW model
- Inspire others and encourage their personal development by adapting a coaching attitude of sincere interest and challenge

### **Pre-course preparation**

Prepare three meaningful topics that you would like to be coached on during the course and in consultation with your manager, identify 2-3 development goals relating to your coaching skills.

## Modul 5 – Problem Solving Decision Making

**Facilitator:** Schouten China

**When:** June 22<sup>nd</sup> 13.00 – 17.00

**Where:** 2<sup>nd</sup> board room at Radisson BLU Hotel  
6A, East Beisanhuan Road, Chaoyang District



In today's abundance of information, making decisions requires new skills to assess what you need and when you know enough to make decisions. You will learn decision making techniques as part of an interactive and structured approach to problem solving.

During this course, you will work with a challenging and complex case from your own work environment. In doing so, you will become aware of your own preferences and pitfalls. You will conduct an exploratory stakeholder analysis to map the problem environment and assess the consequences and impact the problem can have.

This will ultimately lead to a SMART problem definition that is a clear entry point for your data collection. During the second day of the course, you will delve deeper into root cause analysis and select the cause on which you wish to focus. You will practise generating a broad range of ideas for new solutions and bringing them back to practical solutions. This gives you solid ground for sustainable solutions which are supported by stakeholders and which may have great impact in your organisation.

### After this workshop participants will learn to

- Select and define problems, assessing their wider consequences and impact
- Assess different stakeholder perspectives, risks and barriers to action
- Take informed decisions and feel comfortable dealing with uncertainty and ambiguity in decision making
- Contribute confidently to group decision making
- Analyse problems to identify root causes
- Identify realistic solutions to achieve continuous improvement
- Apply a creative approach in the development of these solutions

### Pre-course preparation

In consultation with your manager, identify 2-3 development goals relating to your problem solving & decision making skills. Bring a short description of a work related problem.

## Modul 6 – Result Oriented Management

**Facilitator:** Schouten China

**When:** July 20<sup>th</sup> 13.00 – 17.00

**Where:** 2<sup>nd</sup> board room at Radisson BLU Hotel  
6A, East Beisanhuan Road, Chaoyang District



Today's leader challenges employees to achieve high performance in a volatile and uncertain environment. This requires more than just management. In this course, you will learn to spark motivation and provide a work context of trust and growth. You will actively work on enhancing your authority as a leader, promoting ownership of business priorities and leading by example.

We believe that you can only lead others if you are able to lead yourself. In this course, we will strengthen leadership skills by aligning your values, talents and ambition with a personal leadership style. Building on the insights of renowned leadership thinkers, you will expand your range of essential leadership skills and actively experiment with their effectiveness.

### After this course participants, will learn to

- Have strengthened vision of effective leadership and created a vision for future leadership
- Know the essentials of effective leadership (creating commitment & ownership, managing performance and switching in leadership styles) and how to apply them in your actual work practice
- Be (more) aware of personal values, talents and ambition and how to align these with their leadership style
- Understand the impact of values, beliefs and ambition on the motivation of employees
- Be more aware of personal leadership style and its effect on others

### Pre-course preparation

Ask a peer manager and/or line manager for feedback about your leadership skills and in consultation with your manager, identify 2-3 development goals relating to your leadership skills.