

## Management Skills

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Group 6 & 8

### Positive Leadership: How to become a successful leader?

#### Content:

What is the difference between average leaders and highly successful leaders? What do they do differently? On the first glance we could say that they are able to inspire & motivate their employees and create high performing teams. But how do they achieve this? Which skills & behaviors do they show in order to reach that goal? Do they just have one „motivational event“ a year, a feedback-talk once a year or does it have to do with their daily behaviors & their attitude? Do they rather focus on people's weaknesses or people's strengths? And last but not least, do they only try to lead others or does real leadership start with leading oneself?

In this course we will have a deeper look on these questions in order to find answers based on current research in leadership & positive psychology, that will provide you with a skill-set and specific tools on how to approach this goal and become a positive leader - of your own life & for others around you; no matter if you will hold a formal leadership position in the future or not. True leadership is not about job titles, it is about awareness, attitude & actions.

In fact soft skills, especially emotional intelligence and good communication & listening skills are key to successful leadership. Studies show that soft skills /EQ account for up to 80% when comparing successful leaders to less successful ones. They are key for managing your own emotions effectively and influencing interactions with others positively, might it be for communicating your own ideas convincingly, for listening actively, for inspiring & motivating others, for managing & preventing conflicts or for building high performing teams.

Therefore, students in this course will learn the basic concepts of positive leadership approaches, emotional intelligence, communication & conflict management skills, negotiation skills & teamwork. However, we will not stay on a conceptual level but always apply these concepts to practical examples, try them out in role plays, discuss their benefits and shortcomings, explore how to improve these skills, etc. In sum, students are actively involved in the whole course and are asked to prepare an interactive group presentation (see course requirements). Attendance & active participation is asked in all sessions!

#### Learning objectives:

- Students develop awareness of their own strengths, potential for improvement and blind spots of their self-perception in different areas.
- Students learn how to communicate effectively in demanding and conflictive situations at the workplace.
- Students learn how to give and receive feedback.
- Students have the chance to practice their presentation skills and get feedback on their performance.
- Students learn about emotional intelligence and how they can improve their EQ.

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- Students learn how to handle negotiations and improve outcomes.
- Students reflect & discuss on the qualities of positive leadership in a diverse world and what a leader needs to be a „good“ leader.
- Students formulate their vision of leadership and specify concrete & practical steps to become a positive leader.

**Course Requirements / Assessment:** Students have to pass both assessments in order to successfully pass the course.

- Interactive group presentation: groups of 3-4 students, duration 60-75min; needs to be prepared **before** the course. Information will be handed out 6 weeks before start of the course; a draft version of the presentation (80%) is due to one week before the course starts. The presentation is graded individually & counts 50% of the final grade.
- Seminar paper: 8-10 pages, individual work, due 4 weeks after the seminar. The paper is graded individually & counts 50% of the final grade.
- Course hours are 9-17h. Attendance is requested.

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