



Leadership for Women™

All individuals within an organization take on significance as they represent the organization to the outside world and as they interact within the organization. Their personal motivation and self-image are key to how they perform, respond, and lead. There is no better time to focus on women and the remarkable strides they have made in the last century and continue to make.

OpX's Leadership For Women™ program helps women: Realize their potential for personal leadership through building on strengths and improving self-image; Develop the critical attitudes, self-confidence and qualities that meet the demands of modern business; Increase self-motivation by altering attitudes, behaviors, and habits; Examine the organization's culture and how it impact success; Align leadership skills with organizational culture; Make choices and trade-offs necessary to attain, regain, or maintain work-life balance; Develop a written and specific Plan of Action for success.

This program includes a kick-off session, a goals workshop, plus the following 10 lessons:

<p>1 – Personal Leadership is Where it Begins</p> <ul style="list-style-type: none"> • To Know Yourself is to Lead Others • The Untapped Potential of Women Leaders • The Rewards of Personal Leadership • A Leadership Philosophy that Works • The Journey to Successful Personal Leadership 	<p>2 – The Challenge of Conditioning</p> <ul style="list-style-type: none"> • Redefining Women's Leadership Roles • A Great Time for Women • Challenging the Effects of Conditioning • Your Unlimited Potential to Succeed • Conditioning Through One's Environment • Conditioned Self-Restrictions • Learning from Mistakes & Setbacks • Encouraging Others to Succeed
<p>3 – Building a Positive Self-Image</p> <ul style="list-style-type: none"> • The Importance of a Positive Self-Image • Self-Image and Leadership • Strengthening Your Self-Image • Enjoying the Freedom to Choose • Preparing for Leadership Opportunities • Living with Positive Expectancy • Attitude is Everything! 	<p>4 – Understanding Motivation</p> <ul style="list-style-type: none"> • Motivation and Needs • Understanding Our Basic Human Needs • Traditional Approaches to Motivation • The Power of Motivation Through Attitude • Motivation and Your Meaning for Life • Commitment to a Single Purpose • Defining Your Personal Life's Mission

Lessons 5 – 10 on back.



Leadership for Women™ Lessons 5 - 10

<p>5 – The Power of Goal Setting</p> <ul style="list-style-type: none"> • The Importance of Your Values • The Principles of Goal Setting • Five Steps to Successful Goal Setting • Goal Setting Helps Balance Family & Work 	<p>6 – Affirmation and Visualization</p> <ul style="list-style-type: none"> • The Power of Affirmation • Types of Affirmations • Why Affirmations Work • Guidelines for Writing Effective Affirmations • Visualization and Imagination • Visualization and Your Leadership Priorities
<p>7 – The Challenge of Leadership</p> <ul style="list-style-type: none"> • Integrating Personal Goals and Leadership • Planning for Group Accomplishment • Attitudes for Leading Others • Sharing Power with Team Members • The Art of Empowering Others • Delegating with a Purpose • Tracking Performance • Trust Earns Respect and Equals Productivity 	<p>8 – Time Management</p> <ul style="list-style-type: none"> • Time Is Your Friend • Types of Time Problems • A Positive Time Program • Planning & Decision Making • Organizing Time • Managing Time • Controlling Your Time
<p>9 – Communication & Persuasion</p> <ul style="list-style-type: none"> • The Importance of Good Communication • Planning the Total Message • Breaking Down Psychosocial Barriers • Communicating Verbally • Communicating Via E-Mail, Fax, and Memo • Using Your Power to Persuade 	<p>10 – Your Final Destination – Personal Fulfillment & Leadership Success!</p> <ul style="list-style-type: none"> • Dreams Become Reality • Your Widening Circle of Success • The Rewards of Leadership • The Leadership Challenge

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Developing Leaders and Organizations to Their Full Potential!