COURSE SYLLABUS

Leadership Skills for Non-Supervisors Course

Develop essential leadership skills to resolve conflict and build stronger, more effective teams.

> Group classes (Washington, DC) and onsite training are available for this course.
> For more information, email onsite@graduateschool.edu or visit: https://www.graduateschool.edu/courses/leadership-skills-for-nonsupervisors



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Course Outline

Module 1: Welcome and Setting the Stage

- Define leadership and its importance.
- Explore leadership's role in personal and team success.
- Introduce the DISC assessment (Dominant/Driver, Influencing/Inspiring, Steady/Stable, Correct/Conscientious) and its purpose.
- Distinguish between formal and informal leadership.

Module 2: Understanding Yourself Through DISC

- Recognize the four core DISC behavioral styles.
- Connect DISC to communication, motivation, and stress.
- Identify others' styles to improve collaboration.

Module 3: Developing Others

- Understand how leaders help others grow.
- Apply coaching skills to support peer development.
- Use DISC insights to guide and mentor effectively.

Module 4: Accountability

- Define accountability and its role in leadership.
- Increase personal accountability and follow-through.
- Encourage accountability in others using DISC styles.

Module 5: Strategic Thinking

- Apply strategic thinking in daily work.
- Connect individual goals to agency priorities.
- Leverage DISC strengths for strategic contributions.

Module 6: Agility and Resilience

- Recognize the value of agility and resilience.
- Build flexibility and perseverance in changing environments.
- Apply DISC insights to strengthen adaptability.

Module 7: Integrating the Skills

- Review the four core leadership skills.
- Adopt an integrated leadership mindset.
- Develop a personal plan for continued growth.

Module 8: Closing and Final Reflection

- Summarize key leadership concepts for non-supervisors.
- Reflect on DISC insights and leadership applications.
- Integrate learning through final discussion and reflection.