



The Intentional Leader

GROWING CAPABILITY, DRIVING RESULTS

Who Should Attend:

This program is ideal for anyone who is expected to lead and influence others in the course of their work. Individuals with current or anticipated leadership responsibilities that interacts with internal or external clients or managers who want to enhance skills through development in order to achieve outstanding results.

Format:

- 2-day Instructor-led sessions or four half day virtual sessions
- Coaching session to reinforce learning

Tools Provided:

- Comprehensive Learning Guide
- Priority Profile Assessment: A 32-page personal development guide that focuses goals and establishes an action plan for improved effectiveness and continuous learning
- Enrollment in our monthly LearningLink e-newsletter

Related Training:

- Priority Coaching
- Priority Influencing

Building the clarity and focus needed to lead with purpose

Today's leaders need more than technical expertise. They need the clarity to set direction, the discipline to focus limited resources, and the confidence to turn priorities into measurable results.

This practical, interactive programme takes participants through a eight-unit leadership journey, from defining purpose and establishing meaningful goals to managing priorities, measuring results, taking ownership of performance, leading with Influence and Continue to Improve. Participants will complete practical exercises, reflect on their current leadership approach, and develop actions they can apply immediately.

This course will help you:

- Lead with greater purpose and clarity
- Translate goals into focused action
- Allocate resources more intentionally
- Prioritize high-value leadership work
- Measure meaningful outcomes
- Take ownership of results and continuous improvement



A Better Way To Work

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Detailed Synopsis:

The Intentional Leader: Growing Capability, Driving Results

Unit 1: Crafting Purpose and Defining Values

Discover the deeper purpose that guides your leadership and identify the values that shape your decisions, behaviours, and priorities. Participants will clarify what they stand for and develop a meaningful purpose and values statement that connects personal leadership with organizational direction.

Unit 2: Establishing Goals for Execution

Turn purpose into practical, achievable results. This unit explores why goals fail, how habits influence performance, and how to create SMART and impact-focused goals supported by clear actions, effective routines, and consistent follow-through.

Unit 3: Focusing Your Resources

Learn how to direct limited resources towards the goals that matter most. Participants will examine how they allocate their time, energy, attention, talent, relationships, information, technology, and financial resources, then identify what should be protected, redirected, delegated, reduced, or stopped.

Unit 4: Manage your Priorities

Move from reactive busyness to purposeful action. Participants will identify high-value leadership activities, distinguish between urgent and important work, manage interruptions and commitments, and use practical planning strategies to protect time for strategic priorities. The unit also explores how Microsoft 365 Copilot can reduce routine administration and create greater capacity for leadership.

Unit 5: Measuring the Effects

Determine whether your efforts are producing meaningful results. This unit helps participants connect measurement to purpose, goals, resources, and priorities, while developing a balanced approach to measuring individual, team, and organizational performance. Participants will learn to focus on outcomes, select critical measures, and use leading and lagging indicators to guide improvement.

Unit 6: Owning the Performance

Transform performance information into accountability and action. Using the O.W.N. performance cycle, participants learn to observe results objectively, understand the reasons behind them, and identify the next actions required to sustain success or address performance gaps.

Unit 7: Lead with Influence

Strengthen your ability to gain support, shape decisions, and inspire action, with or without formal authority. Participants will explore essential influencing competencies, practise directive, consultative, and collaborative styles, and learn how to adapt their approach to different people and situations. The unit also applies influencing principles to meetings, helping leaders create focus, encourage participation, secure commitment, and translate discussions into accountable action.

Unit 8: Continue the Improvements

Build the mindset and habits needed for continuous learning and sustained improvement. Participants will explore the four stages of competence, learn how to reflect intentionally on experience, and use the learning cycle to turn insight into practical action. The unit encourages leaders to experiment, share learning, strengthen capability, and continually improve their own performance and that of their teams



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