

# POISED FOR LEADERSHIP WORKSHOP



*A Roadmap to Break into Leadership*

WOMEN'S LEADERSHIP COACHING, INC.

## Are you the best kept secret in your organization?

The Poised for Leadership workshop will help you gain recognition as an up-and-coming leader in your organization—plus you'll walk away with an achievable roadmap for your career advancement.

Women's Leadership Coaching® is dedicated to helping emerging women leaders, like you, advance into management and leadership positions. It's our purpose—and our passion. The Poised for Leadership workshop is designed for early-career to mid-level women who want to transition beyond individual contributor and first-line management roles into senior management or technical leadership. During this intensive, one-day workshop, you will learn the proven, step-by-step Women's Leadership Coaching® system used successfully by thousands of women worldwide.

Discover what it really takes for you to break through into leadership, including how to:

- Build your brand as an emerging leader
- Gain recognition for your accomplishments
- Make your value visible
- Navigate organizational politics with savvy
- Create a strategic network of influence
- Gain access to hidden resources and opportunities
- Identify and lead high-profile projects
- Utilize your six key sources of influence



## TESTIMONIALS

*"This was the best, most beneficial training I've attended in years."*

*"Take this course—both for the range of tactical and strategic skills taught and for the growth and self-insight gained."*

*"This seminar is one of the best I've ever attended. You'll walk away with a new inspiration and determination. Jo was fabulous."*

*"Every point Jo made was relevant. We walked out with strategies for being a leader—not just in our workplace but in our daily lives."*

## REGISTER NOW

**DATE** Monday November 14, 2016

**SPONSOR**

**TIME** 8:15a.m. to 4:45 p.m.

**LOCATION**

Veritas  
801 International Parkway  
Heathrow, FL 32746



**REGISTRATION FEE** \$299 per person (\$279 per person for a group of three or more).

**REGISTER ONLINE** at [beleaderly.com/pfl](http://beleaderly.com/pfl) or call us at (319) 449-3333.

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Hundreds of organizations have sponsored the Poised for Leadership workshop for their high-potential women employees. They include Bank of America, eBay, Google, JDSU, Johnson & Johnson, Homeland Security, Medtronic, Microsoft, NetApp, PayPal, Rockwell Collins, Santa Clara University, Sellen Construction, Siemens, Symantec, and Thrivent Financial.

# WORKSHOP SCHEDULE



*A Roadmap to Break into Leadership*

WOMEN'S LEADERSHIP COACHING, INC.

8:15 a.m. to 8:30 a.m.

## REGISTRATION AND NETWORKING

8:30 a.m. to 12:00 p.m.

## WELCOME

### ORGANIZATIONAL AWARENESS - *Navigate your organization with savvy.*

- Office politics vs. organizational awareness
- The Shadow Organization Map
- Identify unwritten, unspoken rules of the game

### SPHERE OF INFLUENCE - *Build and leverage a strategic network.*

- Review of the Shadow Organization Map
- How to identify and develop coalitions and relationships
- The five key people to include in your network

### INFLUENCE - *Grasp and apply the mechanisms of power and influence.*

- How to project credibility and authority
- Gain buy-in for your ideas and initiatives
- Six sources of influence you may not be fully utilizing

12:00 p.m. to 12:45 p.m.

## LUNCH *(will be provided)*

12:45 p.m. to 4:00 p.m.

## LEADERSHIP BRAND - *Build your brand as an emerging leader.*

- Defining a niche that combines your talents and passion—and is valued by your company
- The three essential elements of an effective brand statement
- How to make your brand scalable and develop your career

## VISIBILITY - *Gain recognition for your accomplishments.*

- Why hard work alone does not guarantee recognition
- Creating opportunities to participate in high-profile projects
- Four steps to making your brand visible

## SELF-LEADERSHIP - *Confer leadership upon yourself.*

- Why you can't afford to wait for permission to lead
- Two principles of self-leadership
- How to grow as a leader regardless of your current title

## PERSONAL ACTION PLAN - *Create a master plan based on the Poised for Leadership concepts.*

4:00 p.m. to 4:45 p.m.

## CONCLUDING REMARKS



**JO MILLER**, CEO of **Women's Leadership Coaching, Inc.** has been developing and implementing coaching programs for women worldwide since 1998. She created the Women's Leadership Coaching® system to help emerging women leaders advance. Jo specializes in helping women break into leadership in industries traditionally considered "a man's world," such as technology, finance, and energy.

### HOW DO WE RATE?

**92%** of 2012 participants rated the content and facilitation "very good" or "excellent."

**96%** of participants say they would recommend Poised for Leadership to friends and colleagues.