

Leadership Skills for Future Leaders

Storyboard




Overview

Course Title:	Leadership Skills for Future Leaders
Learning objective:	<ol style="list-style-type: none">1. Learners will understand the use of coaching and mentoring.2. Learners will create a personalized plan for leadership development.3. Learners will participate in a coaching and (reverse) mentoring program.
Description Text	<p>The top and mid-level managers in the Quantitative Research Department expressed the need for training based on their previous and current experience. They believe that the bank's expectations for future managers are not clear and well-articulated. Bank management concluded that leadership development is crucial and decided to offer training to improve those skills. The human resources (HR) department will be responsible for the training. The company is in a new phase of development, in which change is promoted at different levels; leadership development is one of them. There are defined performance problems and needs: the expectations for future leaders are not clear, and there is insufficient support at the individual and organizational levels. The focus is on the opportunity for potential leaders to expand and fulfill the requirements as leaders.</p>
Units	<p>Module 1. Understanding the use of coaching and mentoring.</p> <p>Module 2. Creating a personalized plan for leadership development.</p> <p>Module 3. Participating in coaching and reverse mentoring program.</p>
Client:	Commercial Bank
Instructional Designer:	Orsolya Kereszty

Units

Nr	Name	Content
1	Introduction	
2	Coaching and Corporate Mentoring	<ul style="list-style-type: none">• Introduction• Leadership• Coaching• People Around Us• Strengths and Resources• Corporate Mentoring• Key Takeaways
3	Brief coaching and Corporate Mentoring for Professional Growth	
4	Coaching and Mentoring in Leadership Development	
5	Creating the Personalized Growth Plan	
6	Introduction into Reverse Mentoring	
7	Reverse Mentoring Simulation	
8	The 6-months plan for the coaching and (reverse) mentoring project	

Style Guide

Logo	N/A
Cover Photo	lion 
Custom colours	Accent: B83b65
Fonts	Heading: Lato Body: Merriweather
Additional Notes	
Templates	N/A

1. Introduction


Lesson		Introduction	
BLOCK ID	1.1.	BLOCK TYPE	Text
NOTES This is the introduction to the workshop “Leadership Skills for Future Leaders”		CONTENT Text: Want to improve your leadership skills? Ever wondered what is the easiest and most personalized way to achieve this? Ever thought of how coaching and mentoring can be a successful tool in your professional development? You are not alone. Your professional development is embedded in a wider organizational context, impacted by the people around you and the decisions they make. But guess what? It can be improved, and more importantly, it can be supported on an individual and organizational level. This workshop is about YOU. It is about finding ways to support your professional needs, expectations, and challenges through coaching and mentoring At the end of this unit you will be able to describe 3 different approaches to brief coaching and mentoring in the context of leadership development. Once you are ready, let’s get started!	

Lesson		Introduction	
BLOCK ID	1.2	BLOCK TYPE	Divider > Continue
NOTES		CONTENT	
		Continue button	

2.

Coaching and Corporate Mentoring


Lesson		Coaching and Corporate Mentoring	
BLOCK ID	2.1	BLOCK TYPE	Header
NOTES		CONTENT	
		Text: Introduction	




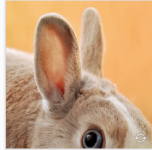


Lesson		Coaching and Corporate Mentoring	
BLOCK ID	2.2	BLOCK TYPE	Image and text
NOTES Text on image		CONTENT Image:  Text: "If everyone is moving forward together, then success takes care of itself." /Henry Ford/	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	2.3	BLOCK TYPE	Text
NOTES		CONTENT Text: The circumstances around you impact your performance in your professional lives. When you feel empowered and supported, you are more likely to thrive. There is a well-known saying from Vince Lombardi: ‘Leaders aren't born, they are made. They are made by hard effort, which is the price which all of us must pay to achieve any goal which is worthwhile.’ Your colleagues, managers and entire company play an essential role in helping you feel supported on your leadership journey. This workshop highlights the ways in which transparent communication, effective feedback and organizational support are essential components for leadership development. This first segment is a short introduction to brief coaching and corporate mentoring in the context of leadership development. Here at Commercial Bank, our number one goal is to help you master the skills of leadership. In service of that goal, we plan to launch a 6-month coaching program for the first cohort of workshop attendees immediately after finishing the workshop.	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	2.4	BLOCK TYPE	Divider > Continue
NOTES		CONTENT Continue button	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	3.1	BLOCK TYPE	Header
NOTES		CONTENT	
		Text: Introduction	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	3.2	BLOCK TYPE	Image and text
NOTES Image on left side		CONTENT Image:  Text: This Lion in You Leadership is not just a skill, but a combination of several different skills working together. Let's list the must-have skills and characteristics a leader should have!	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	3.3	BLOCK TYPE	Flip cards
NOTES		CONTENT 6 flip cards with images and text. <div></div> <ol style="list-style-type: none">1. Image: painted hand - Text: Creativity2. Image: painted human head - Text: Empathy3. Image: rabbit ears – Text: Active listening4. Image: small island with tower – Text: Reliability5. Image: Child with microphone – Text: Communication6. Image: Computer with motivational letters – Text: Motivation	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	3.4	BLOCK TYPE	Divider > Continue
NOTES		CONTENT	
		Continue button	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	4.1	BLOCK TYPE	Header
NOTES		CONTENT	
		Text: Coaching	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	4.2	BLOCK TYPE	Header with text
NOTES		CONTENT Text: From Problem to Solution: Brief Coaching During this workshop, we will be using solution-focused brief coaching. Brief coaching focuses on an individual’s strengths, strategies and available resources that are already working, instead of focusing on a long list of problems. The essence of solution-focused brief coaching is:	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	4.3	BLOCK TYPE	List
NOTES		CONTENT Text: <ol style="list-style-type: none">1. To look for resources rather than deficites.2. To explore possible and preferred futures.3. To explore what is already contributing to those futures.4. And to treat clients as the experts is all aspects of their lives.	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	4.4	BLOCK TYPE	Text
NOTES		CONTENT Text: Let's start with a short video! This scene is from the movie How to Train Your Dragon. After watching the video, what do you think the focus of this conversation was? Some keywords: future, strengths, resources.	


Lesson		Coaching and Corporate Mentoring	
BLOCK ID	4.5	BLOCK TYPE	Embedded video
NOTES		CONTENT Embedded link: https://www.youtube.com/watch?v=guclKsL-JbY	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	4.6	BLOCK TYPE	Text
NOTES		CONTENT Text: Yes, they focused on the future, strengths, resources, and the solution – that’s the essence of solution-focused brief coaching!	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	4.7	BLOCK TYPE	Divider > Continue
NOTES		CONTENT	
		Continue button	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	5.1	BLOCK TYPE	Header
NOTES		CONTENT Text: People Around Us	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	5.2	BLOCK TYPE	Text
NOTES		CONTENT Text: Another component that influences how you feel is the people around you. How other people see you is important, and not just in the workplace. The importance of how you view yourself and how you are perceived is equally, or maybe more important.	


Lesson		Coaching and Corporate Mentoring	
BLOCK ID	5.3	BLOCK TYPE	Image with text
NOTES Image on the left		CONTENT Image:  Text: Imagine that tonight, while you are asleep, a miracle happens and your best hopes from coming here are realised – but because you are asleep you can't know about this miracle. When you wake up tomorrow what are you going to notice different about your life that begins to tell you that this miracle has happened? How will the others know that a miracle has happened? What are the signs? What will they see that is different? How will they see you?	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	5.4	BLOCK TYPE	Tabs and images
NOTES		<div><div>CONTENT</div><div><div>1. How will you know?</div><div>Image: Person with paraglide</div><div>Text: You wake up from your sleep and things have definitely changed. You just know that you have achieved all that you wanted.</div></div><div><div>What will you have noticed different in your life?</div><div>How will you know things are improving?</div><div>How will you know the problem is solved?</div></div><div><div>2. The first thing you notice</div><div>Image: Eye behind a leaf</div><div>Text: What would be the first thing you'd notice as you start your day?</div><div>What are the differences? What would you be doing?</div></div><div><div>3. The first person to notice</div><div>Image: 5 different colour dandelions</div><div>Text: How would others know things are different? Who would be the first person to notice the things are different? What would be the first thing they would notice?</div></div></div>	


Lesson		Coaching and Corporate Mentoring	
BLOCK ID	5.5	BLOCK TYPE	Test question
NOTES		CONTENT Text: "I do not know what to do, I am lost" says the client on a coaching and mentoring session. What would a brief coach say? A. What's the problem? Let's talk about it! B. So if this meeting turns out to be useful where do you hope it will lead you?	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	5.6	BLOCK TYPE	Divider > Continue
NOTES		CONTENT	
		Continue button	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	6.1	BLOCK TYPE	Header
NOTES		CONTENT Text: Strengths and Resources	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	6.2	BLOCK TYPE	Image and text
NOTES Text on the image		CONTENT Image:  Text: So, we will be working with your strengths and resources that you already have! Easy, right?	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	6.3	BLOCK TYPE	Text
NOTES		CONTENT Text: Brief coaching approach works with the strengths and resources you already have at your disposal! Together, we will review your past accomplishments, going over the achievements you have already accomplished. Look at the picture below. Start with button 1 and see what the client is saying, then check out the coach's responses, numbered 2 and 3. Which coach is using the solution-focused brief coaching approach instead of talking about the problem?	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	6.4	BLOCK TYPE	Tabs and image
NOTES		CONTENT	
		<div>Image:</div> <div>Tab 1. Text: Client: I talked to him about my concerns, but he was soon back to his old ways. In fact, I sometimes think he got worse after that; he certainly seemed to send more of his critical emails and I think that’s what really got to me in the end; I just dreaded going into work knowing there’ll probably be another awful email. I think constructive feedback is a great thing, but this was humiliating. It’s not just me. I know other people find him difficult. I don’t know how they put up with it. It certainly doesn’t seem to affect the others so much. I don’t know what I’m going to do but I’m certain that I can’t go on like this.</div> <div>Tab 2. Text: Coach’s response 1.: Why do you think he behaves like that?</div> <div>Tab 3. Text: I can see why you would want to do something about it! So tell me more about taking it up with him. How did you manage to do that even though it didn’t improve things for long?</div>	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	6.5	BLOCK TYPE	Text
NOTES		CONTENT Text: It is number 3, right? In developing leadership skills, this question is focused on your success, as talking about strategies that have helped you find success in the past will help set the foundation for your success in the future.	


Lesson		Coaching and Corporate Mentoring	
BLOCK ID	6.6	BLOCK TYPE	Test questions
NOTES		CONTENT Text: 1. During the coaching and mentoring sessions we will be focusing on what the problems can be. True False 2. Brief coaching relies on the client’s resources and the future. True False	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	6.7	BLOCK TYPE	Divider > Continue
NOTES		CONTENT Continue button	

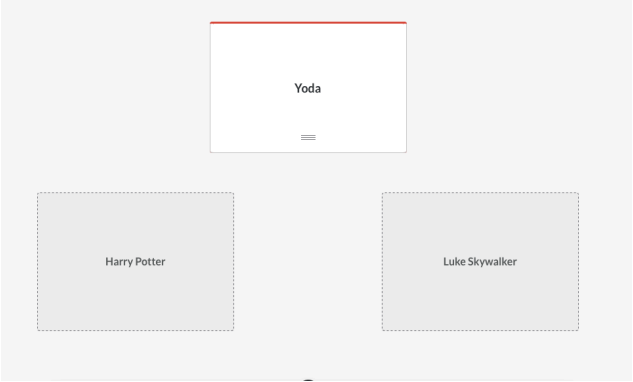
Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.1	BLOCK TYPE	Header
NOTES		CONTENT	
		Text: Corporate Mentoring	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.2	BLOCK TYPE	Subheading
NOTES		CONTENT Text: Let's look at the following example!	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.3	BLOCK TYPE	Subheading
NOTES		CONTENT Text: Let's look at the following example!	

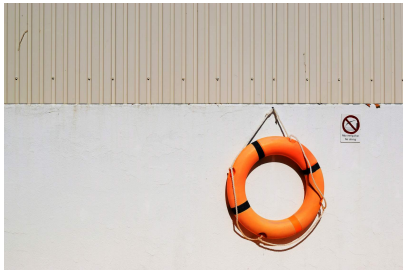
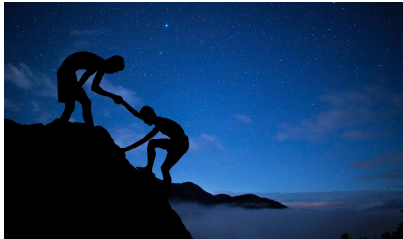
Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.4	BLOCK TYPE	Image and text
NOTES Image on the left		CONTENT Image  Text: Harry's Mission Mission: Graduate from school Avoid: You-Know-Who Good Use of: Network and Mentors	

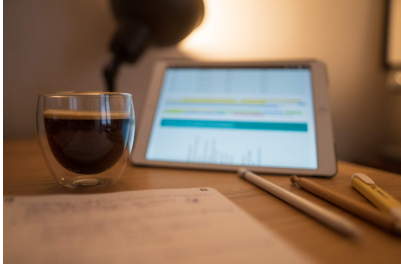
Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.5	BLOCK TYPE	Subheading
NOTES		<div>CONTENT</div> <div>Text:</div> <div>Can you match the famous mentees with their mentors?</div>	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.6	BLOCK TYPE	Sorting cards
NOTES		<div>CONTENT</div> <div>Sorting cards:</div> <div></div> <div>Text:</div> <div>Luke Skywalker</div> <div>Harry Potter</div> <div>Yoda</div> <div>Obi van Kenobi</div> <div>Sirius Black</div> <div>Albus Dumbledore</div> <div>Remus Lupin</div>	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.7	BLOCK TYPE	Text
NOTES		CONTENT Text: Corporate mentoring programs bring employees together to share knowledge and learn from each other. These programs boost employee engagement, help train future leaders, increase diversity and boost worker loyalty and retention. More than 70% of Fortune 500 companies offer some type of mentorship program.	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.8	BLOCK TYPE	Accordion with images
NOTES		<div>CONTENT</div> <div><div><div>1. Benefits of mentorship</div><div>Text:</div><div><ul style="list-style-type: none">gaining leadership skillsbuilding connectionsgaining perspectivegetting expert adviceacquiring professional relationshipsincreased confidence</div><div>Image: 2 persons climbing a mountain</div></div><div><div>2. A good mentor</div><div>Text:</div><div><ul style="list-style-type: none">active listenercommunication skillshas expertisewilling to shareteam playercommittedorientation and training</div><div>Image: life ring</div></div></div>	




Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.9	BLOCK TYPE	
NOTES		CONTENT	
		<div>E-mentoring</div> <div>Text:</div> <div><ul style="list-style-type: none">• access to technology• access to mentors• orientation and training• Image: coffee, notes and computer</div>	
			

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.10	BLOCK TYPE	Image and text
NOTES Process Each step has an image.		CONTENT Text: Benefits of Reverse Mentoring Reverse mentoring turns the so-called traditional mentoring process upside down, when the more experienced person is the learner. <ol style="list-style-type: none">1. It creates symbiotic corporate learning.2. It gives an opportunity to grow for the less experienced person.3. It is a shared learning between colleagues of diverse backgrounds.4. It provides insight for the experienced learner from a different angle.5. It flips the hierarchy and the traditional team roles.6. It can change the nature of work. It has the potential of change. It can turn the world upside down.	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	7.11	BLOCK TYPE	Divider > Continue
NOTES		CONTENT	
		Continue button	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	8.1	BLOCK TYPE	Header
NOTES		CONTENT	
		Text: Key Takeaways	

Lesson		Coaching and Corporate Mentoring	
BLOCK ID	8.2	BLOCK TYPE	Text with image
NOTES		CONTENT	
Image on the left		<div>Image:</div> <div></div> <div>Text:</div> <div>01. You understand what brief coaching and corporate mentoring is.</div> <div>02. You can describe how coaching and mentoring will be useful in leadership development.</div>	