

## EMERGING LEADERS

### 1. Introduction

This program prepares participants to acquire knowledge mindset and tools needed to successfully transition into a leadership role. Moreover, this program grooms the participants to lead effectively in times of economic uncertainty and build a culture of leadership and ownership across the Ministry. This program also seeks to enhance the participants' leadership qualities and reveal their true potential as an emerging leader. Additionally, the program offers the participants the opportunity to assess their leadership style and strengths so as to improve teamwork, productivity and communication in their workplace.

Upon completion of the training programme, the participants are expected to be inspired to lead change with greater vision and confidence as well as inspire others to help drive organizational performance.

### 2. Course Objectives

Upon the completion of the training programme, the participants will be able to:

- Identify their leadership strengths and areas for development
- Present themselves more effectively
- Manage conflict more effectively
- Improve managerial decision-making during uncertainties
- Inspire and motivate employees during adverse conditions
- Manage difficult employees and avoid spread of discontent
- Cultivate productive working relationships with their colleagues and superiors

### 3. Course Contents

The training course may cover and not limited to the following:

- Leadership strengths and areas for development
- Personal leadership style preferences
- Effective communication skills
- Leadership transitions and self-development
- Conflict resolution
- Lead with vision and confidence
  - Align leadership approach with the Ministry's and one's responsibilities and challenges
  - Apply ethical principles in solving the toughest challenges

- Maximize the value of the Ministry's major asset: its people
  - Motivate people and inspire a higher level of performance
  - Foster a culture of leadership and ownership

#### **4. Duration and Frequency**

- Duration: 3 days
- Frequency: One session only

#### **5. Targeted Participants**

Officers level (Division II)

#### **6. Number of Participants**

30 participants

#### **7. Methodology**

- Experiential learning
- Lectures
- Role plays
- Case studies
- Group / Individual discussions and presentations

#### **8. Training Delivery**

Training venue and refreshments will be provided by the Ministry of Finance and Economy.

#### **9. Delivery Language**

English language

#### **10. Requirements**

- There will be two types of assessments needed for each of the participants namely pre-training assessment and post-training assessment.
- Report on individual assessment and performance to be submitted to the Ministry of Finance and Economy within one week after the completion of the training programme.
- Joint Certificate of Participation with Ministry of Finance and Economy.