

# Kicking it Up a Notch: Sharpening Your Leadership Skills



## Course Description

The accelerating rate of change in the world of healthcare has left many new and experienced leaders breathless to keep up. Effective leadership skills in this decade are substantially different than those of any other generation of nursing leaders. This seminar will discuss the new complex realities that today's leaders face, and attendees will leave with strategies they can take immediately into the workplace.

## Program Learning Outcomes

*This program prepares the learner to:*

- Discuss the skills effective leaders need to succeed and help move their organizations forward.
- Begin a personal professional development plan.
- Choose at least 5 action items that nurses can use the next day in their leadership positions.

## Agenda

*Sign-in begins at 7:30 am.* Each day includes a one-hour lunch (on your own), as well as a morning and afternoon break of 15 minutes each. The order of lectures presented and break times may vary according to speaker preference.

### Day 1, 8:00 am to 4:30 pm

- 0800 **Welcome and Introductions**
- 0815 **What the Quantum Leader Needs Today — Foundations**  
Looking at Teamwork | Leadership Theory | Emotional Intelligence | Organizational Structure | Law and Legal Constructs | Organization and Entities
- 0945 **Break**
- 1000 **What the Quantum Leader Needs Today — Foundations (cont.)**
- 1145 **Lunch**
- 1245 **What the Quantum Leader Needs Today — Foundations (cont.)**  
Communication
- 1400 **Break**
- 1415 **What the Quantum Leader Needs Today — Foundations (cont.)**
- 1600 **Discussion and Wrap-Up**
- 1630 **Adjourn**

*(continued)*

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## Agenda

### Day 2, 8:00 am to 4:30 pm

- 0800 **Welcome and Day 1 Follow-Up**
- 0815 **Success in Facilitating Change**  
Understanding the Adult Learner/Changer | Change Theory | Decision-Making Tools | Project Management Tools
- 0945 **Break**
- 1000 **The Buck Stops Here — Financial Math in a Moment**  
Budgets and What They Mean | Financial Tools for Evaluating Programming | Payment Options | Understanding and Applying FTEs
- 1145 **Lunch**
- 1245 **It's All About Me — Professional Development**  
Tools for Self-Assessment | Goal Setting
- 1400 **Break**
- 1415 **It's All About Me — Taking Care of the Caregiver**  
Definition of Stress | Phases of Burnout | Building Your Own Foundation
- 1600 **Discussion and Wrap-Up**
- 1630 **Adjourn**

## Accreditation

### RN/LPN/LVN/Other: 14 Contact Hours

MED-ED, Inc is accredited as a provider of nursing continuing professional development by the American Nurses Credentialing Center's Commission on Accreditation.

MED-ED, Inc. is an approved provider by the following State Boards of Nursing: **Florida**/FBN 50-1286, **Iowa**/296, **California** #CEP10453.

If your profession is not listed, we suggest contacting your board to determine your continuing education requirements and ask about reciprocal approval. Many boards will approve this seminar based on the accreditation of the boards listed here.

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