# LEADERSHIP SKILLS

**WOMEN LEAD WEBINARS** 



## **WEBINAR**

# Do or Die, Delegate!

Do you delegate as much as you should? Harness the power of delegating, one of the key leadership skills that leads to ongoing success.

# Let's discuss.

## **GROUP QUESTIONS**

- Have you tried delegating? Was it successful? Why or why not?
- Why is delegating considered an important leadership skill?
- What are the consequences of not delegating?
- Have you picked up projects from a manager that increased your skill set or visibility within the organization?
- What are the consequences of not delegating? Have you seen examples of these consequences in your career?

## **INDIVIDUAL REFLECTION**

- Is there something you can delegate (that didn't seem possible before viewing the webinar)?
- Are you a micromanager? If so, why do you think this is the case?
- How can you create a safe environment for your team to learn/take on new skills? What makes the environment "safe" for you to teach/delegate and your team to learn?
- What projects or greater responsibilities could you tackle if you delegated more to your team?

## **WEBINAR**

# **Executive Presence**

Do you exude confidence and command a room? Crack the Executive Presence (EP) code – your actions, words, and appearance – to land the next plum assignment.

# Let's discuss.

#### **GROUP QUESTIONS**

- Do you know someone with strong executive presence? What is it about her/him that gives you this impression?
- What are some strategies to develop a concise, direct communication style?
- What do you think detracts from executive presence? What examples have you seen in your career?
- How does emotional intelligence fit into executive presence? Do you have an example of how it can enhance executive presence?
- Share an approach/tactic that allows you to show strength while remaining likeable.

# **INDIVIDUAL REFLECTION**

- Are you conscious of your body language during meetings?
- What gets in the way of you getting your ideas across in an impactful way?
- Whom can you ask to give you direct feedback?
- How do you enter a room?
- What are your non-negotiables; or what are you willing (or not willing) to change or modify in order to fit the success culture of a firm?

## **WEBINAR**

# Maximizing Your Impact: How to Look, Feel and Live Like a Leader

For aspiring leaders, how you show up matters. Learn secrets and strategies to take your health, fitness, and mental outlook to the executive level.

# Let's discuss.

## **GROUP QUESTIONS**

- What is your definition of work/life balance? Is the word balance a misnomer? What is working for you right now?
- Have you carved out time for yourself? If so, how/when does it fit into your day?
- Did the comments on sugar ring a bell? What are some successful alternatives to sugar or how do you successfully limit your sugar intake?
- Have you been successful in dealing with stress or spikes in stress? What tactics have been helpful?
- Is it hard to say no? If yes, why do you think that is?

# INDIVIDUAL REFLECTION

- What is your definition of perfect? Is it realistic?
- Do you have a negative tape loop playing in your mind? What honest three-word mantra can you replace it with?
- What are the three key stresses in you life? What can you do to take each down at least a notch?
- Are you getting enough physical exercise? What activities do you like to do or would look forward to doing--that would increase your physical activity?

# **DISCUSSION NOTES**