WOMEN'S BUSINESS LEADERSHIP CERTIFICATE

Women offer unique skills and values in the workplace that create success in any organization. Having diverse organizational leadership increases innovation, creative thinking, and well-rounded decision-making.

To help organizations and individuals capitalize on developing women leaders and leaders that support women in leadership, the certificate focuses on:

- Personal Authentic Leadership
- Business Acumen; Finance, Strategic Thinking, Negotiation Skills
- Communication

This program provides an opportunity for mid-level managers to develop the necessary business acumen and leadership skills necessary for further advancement in organizations. Participants benefit from the cohort model by developing long-lasting personal and professional relationships. Sessions are facilitated by Xavier Leadership Center's nationally recognized and experienced practitioners. These subject-matter experts integrate knowledge with experience to focus on real issues and create opportunities to apply the concepts immediately. The program is multi-layered and highly interactive.

PROGRAM LAYERS:

- **Immersive Experience:** A fun, informal environment that fosters team building among the participants; a shared experience is important for developing the cohort.
- **Business Skills:** Offering skills and concepts drawn from Xavier Leadership Center's experienced professionals and subject-matter experts to increase knowledge in areas critical to the mission of businesses.
- **Personal and Authentic Leadership Development:** Expanding organizational and personal leadership capabilities with a focus on bringing unique strengths and styles to work.
- **Assessment:** The program includes an assessment to discover personal management styles; insight into directing, delegating, and motivating; and strategies to support long-term development.

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Audience:
Mid-level manager positions looking to develop the necessary business acumen and leadership skills to advance women to organizational leadership positions.

Duration:
This program consists of a kick-off event and 10 full-day, in-person sessions.

Cost: $5,950 General Registration
Select Discounts Available
6.0 CEUs will be issued for this program

Participants will walk away with these skills:

- Utilizing a leadership style that is valuable to themselves, their teams, and their organization
- Mastering the unwritten rules of work
- Thinking and behaving strategically
- Creating conditions for innovators to thrive
- Communicating with clarity and confidence to achieve leadership goals
- Practicing in a variety of communication styles that may be used in specific situations
- Understanding key financial documents, how to interpret them, and knowing why they are important
- Using the language of finance
- Effectively negotiate with others
- Demonstrating how to test for alignment through listening and responding
- Leveraging the best decision-making tool for maximum impact
- Mentor team members and direct reports on an individual level
- Projecting a strong executive presence that builds trust and value in the minds of others

Digital Badge:
Xavier Leadership Center is proud to offer each participant a digital badge in Women's Business Leadership once participants have met program completion criteria. Digital badges include a direct link to view program credentials and can be utilized by participants on social media and digital resumes.

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Certificate Topics:
This certificate program will feature a different topic for each of the 10 program sessions. Topics are chosen using attendees' feedback, workplace trends, and various opportunities. Topics from previous cohorts include:

Kick-Off Event:
The Women's Business Leadership Certificate program begins with an informal dinner event where participants can learn more about the program and their fellow cohort members. This kick-off event lays the foundation for relationship-building and networking throughout the program.

Personal Authentic Leadership:
This program begins with a personal assessment of your innate combination of thinking and behavioral preferences that make you unique. This knowledge will allow you to understand the leadership styles that fit with who you are and how you are most valuable to your team and the organization. You will also develop an understanding of the key considerations that determine which leadership approaches will be most effective to accomplish your goals. Upon completion, you will create your own plan for applying insights from this transformative journey to becoming a more effective leader in your organization.

Finance for Leaders:
As a leader, no matter what area of the organization in which you work, decisions need to be made with an understanding of the financial impact on the company. You'll develop an understanding of all of the key financial documents, how to interpret them, and why they are important. Financial terms and calculations will be explained in a way that makes sense for both financial and non-financial business professionals. Finally, you will also be challenged to apply what you learn in class by analyzing how your work and your decisions are related to the overall performance of the company.

Influencing and Negotiating:
American business was designed centuries ago. Women are now fully participating in the workplace, yet only 10% of Fortune 500 CEOs are women. By mastering the unwritten rules and learning to negotiate, participants will have the tools to achieve or promote success. This program discusses topics not covered during orientation including how decisions get made and how work really gets done in the office. You will leave with a number of concrete actions you can use immediately.

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TOPIC DETAILS:

Leveraging Strengths:

This fourth session of the Women's Business Leadership Certificate program will use the CliftonStrengths Full 34 profile to guide participants to understand their strengths and how to use them effectively to lead others. Participants will also understand how they can identify other people's strengths and collaborate with them effectively.

Critical Conversations:

When we are stuck because we are avoiding a needed conversation, or having the same conversation more often than we want, it is a sign that we are talking but not really conversing. Learning the proven skills that help frame how, when, and what we say can yield amazing results. These tools improve relationships, reduce stress, minimize conflict, improve productivity, and best of all, increase our ability to be effective. This discussion-based program will feature interactive exercises that allow you to gain critical conversation tools such as: identifying roadblocks to managing relationships and conflict, learning to practice and apply specific skills geared toward effectiveness, recognizing and addressing individuals displaying disruptive behavior, focusing on interactions common to the corporate environment.

Effective Decision Making:

An organization's success depends on its ability to make timely and informed decisions. And yet, according to a global McKinsey study from 2019, only 20% of respondents say their organizations excel at decision-making. Participants will explore various ways and methods to make decisions as both an individual and as a leader. Then, the program will focus on how to build a culture of effective decision-making within an organization. Real-world examples and interactive activities will guide discussions and showcase examples of great and not-so-great decision-making skills.

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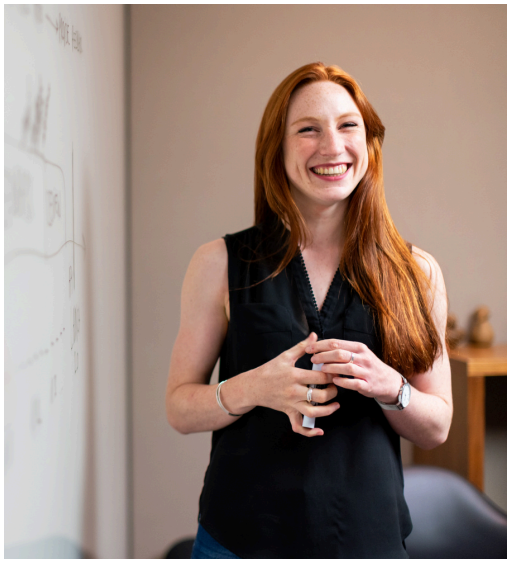
TOPIC DETAILS:



Creativity for Productivity:

Designed to harness the power of creativity to enhance productivity in everyday tasks and professional settings. Based on cutting-edge research, this program explores how smart individuals approach creativity and how it can be cultivated in anyone. Participants engage in hands-on activities that challenge them to think outside the box and practice creative problem-solving in real-time. Through these exercises, they learn key creativity principles such as divergent thinking, the importance of taking risks, and the role of collaboration in sparking innovation. By the end of the program, participants will have the tools and mindset to apply these creative principles to boost their productivity and achieve their goals.

Managing Change:

There are few guarantees in the workplace today. However, change is one of them. More than ever, organizations and their environments are in a state of flux as processes are streamlined, technologies are upgraded, new products are introduced, and organizations increasingly compete in a global market. In some cases, these changes are planned. In others, they are not. Sometimes the forces for change are internal to the organization, and sometimes they are caused by external conditions. Regardless of why change occurs, employees and organizations need to be competent in dealing with and managing change. Participants will walkway with tools and methodologies of leading through and managing change.

Coaching and Mentoring Others:

The workplace has evolved drastically in many industries since the pandemic and the Great Resignation. Now, it is even more important for managers and team leaders to create a positive work environment where people want to belong. Clear communication, strong mentoring, and accurate expectations are needed to develop effective teams both virtually and in person. This session will discuss transparent expectations while addressing each employee's personal needs. Effective communication will follow, focusing on delivering feedback in healthy and positive ways. Finally, participants will explore aligning individual and team performances to create a cohesive work environment.

Moving Forward as a Leader:

This interactive, engaging, and thought-provoking session will help you understand yourself and others in order to build strong, productive relationships as a leader. Not every team member can be managed and developed in the same way, so leaders must understand how to be effective in many different situations, such as meetings and brainstorming sessions. You will learn how to connect better with colleagues and employees whose priorities and preferences differ from yours – saving you time, energy, and money.