From: Anna Raley
To: Anna Raley;
Subject: Leadership Strategies Newsletter May-June 2007
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Leadership Strategies
The Facilitation Company

Leadership Strategies Newsletter

(800) 824-2850 * www.leadstrat.com** **May/June 2007**

In This Issue

This Issue's Special: 10% Off Your Next Public Class

For Facilitators: How Difficult Is Your Upcoming Session?

For Leaders and Consultants: Why Don't You Trust Me?

For Strategic Planners: How Do You Gain Agreement?

Client Success Story: Digital Technology Application

The PDI Difference

Spotlight: National Facilitator Database

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Thanks for Reading!

Dear Anna,

Can we really be closing in on the 2nd quarter of 2007?

Leadership Strategies invites you to join us at our Atlanta corporate offices on Thursday, July 19th from 8:30-Noon. We are hosting a **Masterful Meetings Executive Briefing** showcasing one of our newest products. Experience for yourself the power of creating a culture change in your organization that transforms *business as usual*. Click here for more details.

As a facilitator, have you ever wondered how Leadership Strategies client relationship managers know when a session is highly complex or calls for one or more senior facilitators? ***How Difficult Is Your Upcoming Session?*** sheds some light on the intricacies of defining the level of session difficulty.

Ever had someone accuse you of not trusting them? Leaders and consultants won't want to miss how to identify communication breakdowns in the article, ***Why Don't You Trust Me?***

This month's client success story details how Mike Dugas, a professional in the digital technology industry, achieved amazing and immediate results using the principals of The Effective Facilitator workshop that was offered at this year's IAF conference in Portland, Oregon.

When developing your strategic plan, would it be helpful if there was a method to get your entire team in agreement - from the beginning - on the planning process and definitions? If you answered 'yes' read ***How Do You Gain Agreement on the Planning Process?*** strategy article.

This Issue's Special: 10% Off Your Next Public Class

Improve your skills in facilitation, consulting, leadership, communication, or strategic planning. Call 800-824-2850 to see what new classes we're offering, and for details on how to register. You must mention the May/June Newsletter in order to receive this discount!

Upcoming Classes

The Effective Facilitator
4-Day
Jul 30-Aug 2 Atlanta
Aug 13-16 Washington DC

Streamlined 3-Day
Jun 18-20 Los Angeles
Jun 25-27 Atlanta
Jul 9-11 Dallas

Masterful Meetings Executive Briefing
July 19 Atlanta

Buying Styles
Oct 22-23 Atlanta

Facilitator Certification*
Nov 1-2 Atlanta

The Effective Consultant
Aug 20-22 Atlanta

May all your meetings be *masterful,*

-- Michael Wilkinson
Managing Director

Best Practice Tip for this Issue: Guerilla Facilitation Techniques

There will be times when a meeting is not going well, and yet the meeting leader is not taking action. "Guerilla Facilitation Techniques" are techniques you can use to help manage a meeting, even when you are not the meeting leader.

- If the meeting leader starts by first giving the agenda, say, "Excuse me. I may have missed it. But, could you take a second to go over the overall purpose of this meeting and what we need to have when we are done?"
- If one person is dominating the discussion, or there seems to be a general lack of participation, say, "I would love to hear everyone's opinion on this. Can we go around the room and have everyone say what they think about this idea or how to make it better?"
- If a leader is about to end the meeting without a review, say, "After such a productive meeting, I would hate to leave unclear about what we decided or what is going to happen next. Could we take a minute to review the actions that are going to occur once the meeting is over?"

Learn more about these and other guerilla facilitation techniques in The Effective Facilitator! To register for *The Effective Facilitator* course, click here or for more details or call (800) 824- 2850.

· For Facilitators: How Difficult Is Your Upcoming Session?

Masterful Meetings
Aug 6-7 Atlanta

Facilitating IT Sessions*
Jul 12 Dallas

Facilitation For Trainers
June 18-20 Atlanta

Advanced Facilitation*
June 28-29 Atlanta

Strategic Planning
Sept 17-18 Atlanta

From Management to Leadership
Oct 15-17 Atlanta

Secrets to Facilitating Strategy for Governments & Non Profits
Oct 1-3 Atlanta

*Prerequisite Required

To View the Entire Public Course Schedule, **click here**.

To Register for a Public Course, **click here**.

Learn about our online training courses:
For *Springboard Online!* **click here**.
For *DISC Self Study* **click here**.

Quick Links...

- **Leadership Strategies Home Page**
- **Complete Course Listing**

At Leadership Strategies, our client relationship managers work hard to match facilitators with the specific needs and budget constraints of our clients. While some sessions are fairly basic and can be handled by our facilitator specialists, other sessions are much more complex and require not one, but two of our most senior facilitators. So, how do our client relationship managers know when a session is highly complex? How do they know when a session calls for one or more senior facilitators? The following rating model provides a guide for defining the...
Click here to continue

- **For Leaders and Consultants: Why Don't You Trust Me?**
As a leader of a team or a department, what do you do when a member of your staff accuses you of not trusting him or her? And what if the staff member is correct? What if you really don't trust the staff member? ...
Click here to continue

- **For Strategic Planners: How Do You Gain Agreement?**
A strategic planning initiative can easily degenerate into a debate over process and definitions. For example, one person may insist that the goals must be SMART - specific, measurable, achievable, relevant and time-bound. Another may argue that the team needs to have targets that are BHAG - big, hairy, audacious goals. And while one group asserts that the mission should be inspirational, others disagree and believe...
Click here to continue

- **Client Success Story: Digital Technology Application**
"I looked at the workshop agendas and itineraries for the IAF annual conference in Portland and decided Leadership Strategies *The Effective Facilitator* workshop was a great fit, since facilitating is such a large part of what I do." ...
Click here to continue

- **The PDI Difference**
PDI stands for Practical/Dynamic/Interactive. It's what sets Leadership Strategies above the rest. The PDI Difference can be seen in every aspect of what we do.

Practical Methods that Produce Results: We use proven methods and techniques in both our training classes and our facilitated sessions. Each and every session is carefully planned and executed with precision to ensure consistent results that apply to real-life situations - and produce measurable results.

Dynamic Energy that Keeps You Engaged: Our facilitators operate on "Level 3" energy so participants are engaged from beginning to end. No doodling in our sessions! We also use a wide variety of techniques to keep the interest high and be sure everyone contributes their best ideas.

- **Purchase Our Products**
- **National Facilitator Database**

Interactive - Proven Methods for Successful Integration and Application: In our facilitated sessions, our trained facilitators set people up in teams to enhance collaboration and ideas that work from every angle. In our training sessions, it's *"practice, practice, practice"* so participants learn by doing it themselves, by critiquing others in the class, and receiving immediate feedback from the instructor.

Learn more about The PDI Difference

- **Spotlight: National Facilitator Database**

Are you looking for a facilitator for an upcoming session, and don't have a clue where to start? Or, maybe you're a facilitator with great skills and experience looking for clients. In either case, we can help. The National Facilitator Database does both. If you would like to speak with one of our Client Relationship Managers to learn more, call 800-824- 2850. NFDB.com is managed by *Leadership Strategies*.

Visit the NFDB Website

- ***Would You Like to Get Published?***

Do you have proven strategies on Facilitation, Leadership, IT/Consulting or Strategic Planning that you would like to share in an upcoming newsletter issue? We'd love to hear from you. Each article should be 750-1,000 words. Images must be provided in either a .jpg or .gif format. Include your contact information and a 30- to 60-word byline. Click here to email your articles to us.

- ***Thanks for Reading!***

We hope you have enjoyed this newsletter and found it useful. Please forward it to any friends or colleagues who might be interested. If you have any feedback, or if you have a tip you'd like to share in a future issue, please email us.

:: newsletter@leadstrat.com
:: http://www.leadstrat.com
:: 800-824-2850