

## A. Creating Intra-Entrepreneurship by practicing Leadership Agility

Friday

30 October 2015

9:00 am - 5:00 pm

## B. Effective Communication & Leadership: The Yzer Power Dialogue Framework™

Tuesday

3 November 2015

9:00 am - 12:30 pm



# A. Creating Intra-Entrepreneurship by practicing Leadership Agility

## Introduction

This workshop demonstrates how you can produce a working environment which releases innovation in people. Using your everyday leadership agility practices, you will learn how to discover and grow the intra-entrepreneurship your business needs to remain competitive in a rapidly changing world.

## What is Leadership Agility?

The term leadership agility is a quick way to describe the individual, team and organizational capability and capacity to access and utilize a suitably diverse range of connected relationships, knowledge and expertise for achieving three things:

- Noticing and understanding the implications for everyone of changes in the business context (internal and external)
- Communicating and using that understanding in a way that enables others to innovate and adapt appropriately, thereby maintaining performance levels during change
- Delivering sustainable performance improvements by embedding the capacity to change (dynamically), into a work culture and operating system where agile leadership is continuously practiced

## What you will learn

The highly interactive facilitated workshop will:

- highlight the conditions you need for innovation to flourish
- encourage you to assess your leadership agility in making this happen
- help you develop your own intra-entrepreneurship

You will take away a:

- deeper appreciation of how personal and business growth can be sustained
- set of leadership agility practices which you can continue to practice
- plan to bring out the 'hidden' talent in yourself and others



## Agenda

Topic	Intention	Methodology
How your everyday leadership creates the conditions for innovation to flourish?	Understanding the workplace climate and culture conducive for intra-entrepreneurship to emerge	<ul style="list-style-type: none"> <li>- Short lecture on the forms of employee engagement and commitment required for safer and deeper connections with hearts and minds</li> <li>- Actual participants' presentations on how to improve current working conditions to generate more innovation</li> </ul>
The 'Personal Values Sensitivity' Leadership Agility Practice Career Birds TM	Spotting critical motivational 'buttons' for improving leadership satisfaction and employee engagement scores at the same time	Interactive lecture, including personal values diagnosis and de-brief of how personal values impact the quality and quantity of discretionary (want to) motivation in work and life
The 'Create Learning' Practice	Implementing new work practices conducive to learning and innovation – starting with your own leadership agility practice	A group activity to appreciate the agility required to speed up learning, adaptability and innovation in your career and business
Career Birds Development Wheel TM	Discovering leadership agility diversity in your colleagues - to utilise everyone's ideas and their potential contributions for improving collective intra-entrepreneurship	Co-coaching to re-inforce 'Personal Values Sensitivity' and 'Create Learning' practices - building peer-to-peer learning support for your continuing leadership agility development journey

## Testimonials

Mastering Leadership Agility has been teaching leaders all over the world how to remain agile to the ever changing landscape of business for over 15 Years. This groundbreaking program not just guides you to fly higher, it helps you to develop your team in game-like Online environment. CareerBirds is an online tool that helps you discover your leadership agility and starts you on your journey into leadership and personal development.

"I highly recommend this training to anyone wishing to improve what should be considered a basic life skill in our ever changing world. Applicable to even the smallest of companies and certainly at an individual level." **SKIP NOVAK - Managing Director - PELAGIC EXPEDITIONS LTD**

"The Leadership Agility practices have enabled me to take the first steps towards instilling a culture of leadership at all levels of our organisation by providing a clear and simple framework with which to identify the appropriate behaviors and desired outcomes from the application of each of the practices. Further, the program clearly outlines the consequences of a deficiency in each practice. It's the perfect system to enable people to develop their strengths as a leader and also to identify and improve upon their weaknesses as a leader, no matter their role or level of authority." **CATHY MAY - General Manager - DENTAL PARTNERS**

## Speakers



**Dr Aitken** is focused on helping people create the essential communication-relationship knowledge building work/life conditions for personal, organizational and community renewal, survival and thriving. He founded MLA's unique universally applicable leadership 'agility' learning which is based on 12 research derived 'change leadership' practices. In 2013 he co-founded CareerBirds.com as an online extension of his work, providing online-global access to the practice. A British and New Zealand dual citizen has seen the methodology used on Executive MBA and youth leadership development programs around the world: Birmingham University, UK, Singapore Institute of Management, Bond University, Australia, National University of Ireland, Perm State National Research University, Russia, and for GeNext; Richard Huish College, UK. As lead author of 'Developing Change Leaders' (Elsevier, 2010), Aitken combines leadership coaching, advising, training and educating, with research and writing on 'how to develop 'agile' leadership for sustainable outcomes; based on the individual/business/community impact of our diverse personal values.'



**Khyati Kapai** is the Managing Director and Principal Trainer of Yzer Solutions Pte Ltd. She has been teaching, training, coaching and consulting since 2001 and is based in Singapore. She has taught in other parts of Southeast Asia, Hong Kong, the US and the UK. Khyati is a co-facilitator of CareerBirds.com. Khyati specializes in Leadership Communication and strongly believes in the power of values-led leadership. She has designed and delivered a series of Professional Communication programs across Asia. She strongly believes that management building capacity is enhanced by positive communication and engagement, personal effectiveness and a win-win mindset. Some of her programs including: Multi-generational Communication, Cross-Cultural Communication, Influential Communication, Cross Functional Communication, Communication for Relationship Management, Effective Performance Conversations and Power Dialogues™. She has worked with participants from the following organizations: Hewlett Packard, Mitsui & Co, PSA Corporation, Land Transport Authority of Singapore, Natixis Asia Pacific, Warner Bros, Nanyang Technological University, Fraser & Neave Group, Singapore, Hewlett Packard (Singapore) Pte Ltd, John Wiley & Sons Singapore Pte Ltd, Levi Strauss Asia Pacific Division Pte Ltd, Mitsui & Co. (AP) Pte Ltd and Thales Asia.

# B. Effective Communication & Leadership : The Yzer Power Dialogue Framework™

## Training Overview

Engagement of the team through effective dialogues is an essential soft skill for all leaders.

The quality of our conversations and how we represent ourselves determines the quality of our interactions. By focusing on how to handle workplace conversations to nurture positive relationships, this training will empower individuals to interact more successfully, especially with difficult people. Acquire techniques to improve communication with anyone who has a different communication style. Communicate with savvy and finesse and handle sensitive issues and people with tact.

## Training Outline

### Part 1: Yzer POWER Dialogue™

- Characteristics of effective dialogues
- Understanding what makes people listen
- Effective listening at all levels
- Effective presenting of ideas and opinions
- Clarifying and questioning techniques

### Part 2: Power Dialogue Strategies

- Use of silence
- Pace & interjection
- Empathy
- Paraphrasing
- Acknowledging
- Labeling

## Dialogue Practice

Throughout the workshop, participants will apply all the tools and techniques to a series of practice activities (role plays, dialogue analysis) covering a variety of common and challenging workplace situations.

## Speaker

**Khyati Kapai**

(See profile on opposite page)

## Date and Time

- A)** Friday, 30 October 2015  
9:00 am - 5:00 pm
- B)** Tuesday, 3 November 2015  
9:00 am - 12:30 pm

## Language Medium

English

## Fees

- A)** HKMA Members: HK\$4,750  
Non-Members: HK\$4,980  
Introductory Discount: HK\$500 each  
Group Discount: HK\$ 200 less each for companies that nominate two or more participants
- B)** HKMA Members: HK\$1,000  
Non-Members: HK\$1,200

## Venue

Dr Kennedy Y H Wong Management Development Centre  
The Hong Kong Management Association  
1-6/F First Commercial Building  
33-35 Leighton Road  
Causeway Bay HONG KONG Tel: 2574 2238

## Registration

Please complete the registration form and return it together with appropriate fee(s) 7 days before the commencement of the class. Reservations by fax (2365 1000) are welcome but are subject to confirmation by payment in full prior to programme commencement. For information, please contact Ms Jane Ma on 2774 8552. Successful applicants will be notified by telephone. No separate letter of acceptance will be issued. As space is limited, bookings will be on a first-come, first-served basis.

## Registration Form

**To: Executive Director  
The Hong Kong Management Association  
16/F Tower B Southmark  
11 Yip Hing Street  
Wong Chuk Hang  
HONG KONG**

Please fill in the following information if a cheque/receipt is not attached.

*Our Company undertakes to pay the course fee for the above applicant.*

Name of Contact Person \_\_\_\_\_

Telephone No. \_\_\_\_\_

Signature: \_\_\_\_\_

Company Chop and Date: \_\_\_\_\_

Please reserve one seat for the Workshop on:

- A. Creating Intra-Entrepreneurship by practicing Leadership Agility AC-A6842-2015-1-FC 30 October 2015
- B. Effective Communication & Leadership : The Yzer Power Dialogue Framework™ AC-A6843-2015-1-FC 3 November 2015

Enclosed is a crossed cheque (No. \_\_\_\_\_) for HK\$ \_\_\_\_\_ (made payable to The Hong Kong Management Association) for the programme.

Name: Mr/Ms \_\_\_\_\_ Position: \_\_\_\_\_

Company: \_\_\_\_\_

HKID Card No.: \_\_\_\_\_ HKMA Membership No.: \_\_\_\_\_

Correspondence Address: \_\_\_\_\_

Telephone No. (Office): \_\_\_\_\_ (Residence): \_\_\_\_\_ (Mobile): \_\_\_\_\_

Fax No. (Office): \_\_\_\_\_ E-mail: \_\_\_\_\_

Fee paid by  company  self

**Where did you FIRST learn about this programme?**

- Email Promotion from HKMA  Direct Mail by Post  HKMA Website
- MTR Station Display (Please specify): \_\_\_\_\_  Exhibition (Please specify): \_\_\_\_\_

### Note:

- I shall comply with The Hong Kong Management Association (HKMA) Privacy Policy Statement, the Hong Kong Personal Data (Privacy) Ordinance (Cap.486) and other related regulations which will be changed from time to time. I declare that the data given in support of this application are, to the best of my knowledge, true, accurate and complete. I understand that the data will be used in the admission assessment process and that any misrepresentation, omission or misleading information given may disqualify my application for admission and enrolment in the programme.
- I understand that, upon my registration in the programme, the data will become part of my student record and may be used and processed for all lawful purposes relating to my academic and/or non-academic activities in accordance with the established policy of the HKMA and the Hong Kong Personal Data (Privacy) Ordinance (Cap.486).
- I expressly consent that the personal data will be used for the HKMA administrative, academic, research, statistical, alumni activities and prescribed purposes as allowed by HKMA and the laws of Hong Kong from time to time.

### Declaration

I authorize the HKMA to use my data to keep me informed of any direct marketing information including training and education programmes, awards and competitions, membership, alumni, promotional activities and other services and activities that it may arrange.

I consent.  I do not consent.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_