

## AMA-2906: Mindful Leadership: Cultivating Excellence from Within

Course Code: AMA-2906

Duration: 2 days

Instructor-led Training (ILT) | Virtual Instructor-led Training (VILT)

### OVERVIEW

*"We take care of the future best by taking care of the present now."* — Jon Kabat-Zinn

As a leader, how can you stay focused on what's important when there are so many demands for your immediate attention? Ever-changing market conditions, gadget overload, conflicting information and "emergencies" of all kinds can hurt your ability to think with clarity and precision. Getting to sustainable excellence requires a different way to lead.

This is where mindfulness comes in. Practicing mindfulness helps you to tune in to what's here and now, to be more present, awake and aware so you can access greater creativity, learning and personal growth. Attend this course to learn new habits that can help you begin to rewire your leadership behaviors as you inspire engagement, trust, authenticity and productivity in those around you.

### SKILLS COVERED

- Understanding the attitude and qualities of a mindful leader
- Practicing how to examine your attitude by using mindfulness techniques
- Developing new habits and intentional practices to cultivate awareness
- Applying mindfulness to pursue clarity, check assumptions and speak thoughtfully
- Leading mindfully in the face of contradictions

- Applying mindfulness techniques to real-life situations

### WHO SHOULD ATTEND?

Leaders, directors, managers and those on the leadership track who want to harness mindfulness and achieve greater leadership excellence.

### PREREQUISITES

There is no prerequisites required to attend this course.

### MODULES

#### Module 1: Awareness and Attitude

- Recognize the Attitude and Qualities of a Mindful Leader
- Use Mindfulness Techniques to Examine Your Attitude
- Develop New Habits and Intentional Practices to Cultivate Awareness

#### Module 2: Mindfulness

- Apply Mindfulness to Pursue Clarity, Check Assumptions, and Communicate Thoughtfully
- Lead Mindfully in the Face of Contradictions
- Achieve Different Outcomes for Situations By Applying Mindfulness Techniques

#### Module 3: Meditation

- Explain the Purpose of Meditation
- Describe the Relationship Among Meditation, Knowledge, and Reflection
- Meditate While Seated and Walking
- Journal

- Determine Effective Approaches to Your Personal Challenge
- Make Informed Commitments to Practicing Mindfulness Yourself and Coaching Your Team to Be More Mindful

**Module 4: Letting Go**

- Describe the Authentic Process of Letting Go
- Explain the Relationship Between Mindfulness and Letting Go

**Module 5: Commitment and Courage**

- Define “Commitment” for Yourself and Your Organization
- Make a Commitment That Will Aid Your Ability to Address Your Personal Challenge
- Describe the Types of Situations That Require Courage
- Identify Acts of Courage That May Be Required to Stick to Your Commitments

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