

# Leadership Development Workshop

## Agenda Outline

### Workshop Details

- Date: [Insert Date]
- Time: [Insert Time]
- Location: [Insert Location]

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### Agenda

1. 09:00 - 09:15 — Welcome & Introductions
2. 09:15 - 10:00 — Icebreaker Activity
3. 10:00 - 10:45 — Leadership Fundamentals
4. 10:45 - 11:00 — Break
5. 11:00 - 12:00 — Building Effective Teams
6. 12:00 - 13:00 — Lunch
7. 13:00 - 13:45 — Communication & Feedback Skills
8. 13:45 - 14:30 — Conflict Resolution Strategies
9. 14:30 - 14:45 — Break
10. 14:45 - 15:30 — Action Planning & Next Steps
11. 15:30 - 16:00 — Q&A and Wrap-Up

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### Objectives

- Develop an understanding of core leadership principles
- Enhance communication, feedback, and team-building skills
- Identify and practice conflict resolution techniques
- Create a personal action plan for leadership development