Leadership Skills Roadmap

DEVELOPING SKILLS FOR THE KIND OF LEADER
YOU ACTUALLY WANT TO BE

Lesson 1: What Is Leadership? — Defining Your Approach

Explore what leadership means in your context. Reflect on the kind of leader you want to be and the impact you hope to have.

Lesson 2: Leadership Styles — Adapting to People and Situations

Understand different leadership styles and how to flex between them. Recognise when to guide, collaborate or empower others.

Lesson 3: Delegation & Managing Requests — Empower Without Overload

Learn practical ways to delegate and share responsibility. Delegation becomes a tool for growth, not burden.

Lesson 4: Communicate Assertively & Set Boundaries — Clarity with Kindness

Develop language and confidence to express needs, negotiate workload and maintain respectful professional relationships.

Lesson 5: Motivation & Influence — Understanding What Drives Behaviour

Discover what inspires and sustains motivation. Explore models such as McClelland's Three Needs, Kahler's Drivers and Rock's SCARF to lead with empathy and insight.

Plot your map. Record your journey

As you work through this module record your thoughts, insights and plans for the future.



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Leadership Skills

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Introduction: Why This Matters

Leadership begins with self-awareness and balance.
The Getting Clear On What You Actually Want module helped you explore who you are — your values, motivations, and purpose.

The Prioritising Time & Energy module helped you create space and prioritise what matters most.

This Leadership Skills pack builds on that foundation.
It invites you to explore what leadership means to you and how you work with others. It gives you the opportunity to reflect on how to communicate and influence effectively and ethically in your professional roles.

Leadership is not a position; it's a practice
— a way of shaping ideas, people and culture for shared success.



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How to Use This Module

You can move through the lessons in sequence or dip into the ones that feel most relevant to you right now.

Keep a notebook or digital journal handy. Many people return to these reflections throughout their coaching or development journey — your answers are likely to evolve as you do.

Lesson Flow

Lesson 1: What Is Leadership? — Defining Your Approach
Explore what leadership means in your context. Reflect on the kind of leader you want to be and the impact you hope to have.

Lesson 2: Leadership Styles — Adapting to People and Situations
Understand different leadership styles and how to flex between them. Recognise when to guide, collaborate or empower others.

Lesson 3: Delegation & Managing Requests — Empowering Without Overload
Learn practical ways to share responsibility, set boundaries and manage competing priorities. Delegation becomes a tool for growth, not burden.

Lesson 4: Communicate Assertively & Set Boundaries - Clarity with Kindness
Develop language and confidence to express needs, negotiate workload and maintain respectful professional relationships.

Lesson 5: Motivation & Influence — Understanding What Drives Behaviour
Discover what inspires and sustains motivation — in yourself and others. Explore models such as McClelland's Three Needs, Kahler's Drivers and Rock's SCARF to lead with empathy and insight.

Your Outcome

By the end of this module, you'll have:

- A personal understanding of leadership and your evolving role.
- Practical tools for leading through communication, delegation and influence.
- Increased confidence in setting boundaries and maintaining balance.
- Insight into what motivates both yourself and your team.

Leadership is a continuous process of learning and reflection.
Each conversation, project or collaboration is an opportunity to practise leading with clarity, courage and compassion.

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