

# Leadership Architect® 101: Understanding Competencies Workshop

## How can I implement an effective competency-based process?

This is the basic course...the pre-requisite to all the other **Leadership Architect®** restricted tools certifications.

**Leadership Architect® 101** presents a comprehensive, integrated set of tools that gives executives, managers and human resource professionals the ability to put research-based leadership and organizational development best practices into action.

**Leadership Architect® 101** establishes a common “competency” language helpful in identifying critical skills needed for individual and organizational success. This course introduces the entire suite of tools with special emphasis on the un-restricted tools and employee development. It also gives participants an orientation to the practical application of the tools and how they could be used within their own organization. Armed with **Leadership Architect® 101** you will be able to implement an array of competency-based HR tools efficiently, effectively and with confidence.

### **Participants will learn:**

***What we know from research...** when all your HR systems are aligned to the same competency system as well as to the strategic plan of the organization, you get the biggest return on your investment in your human capital.*

- The basis for and research behind the Leadership Architect® suite of tools and the implications behind them.
- An overview of the various tools in the Leadership Architect® suite and how they can help you implement your own competency-based integrated HR systems in the areas of interviewing, 360 degree feedback, development planning, succession planning and performance management and how they connect together.
- An understanding of how to integrate competency-based processes such as talent management, succession planning, interviewing and selection, employee development and feedback.
- How and when to use the Leadership Architect® Competency Sort Cards for creating job profiles and development coaching.

The result – a common language and background to further develop/incorporate tools to manage your most important asset – your people.

### **Course details:**

**Two-day course:** Class hours are 8:30 AM – 4:30 PM

Lisa Crawford will be the trainer for this workshop

NOTE: There are no “restricted tools” used in this workshop, therefore, participants who complete this course are not “certified”, but will have met the pre-requisite for any future Leadership Architect® restricted tool certification.

## Who should participate?

Practitioners who wish to learn more about competency-based HR processes, the **Leadership Architect®** suite of tools, and those facilitating and implementing developmental language in their organization. Appropriate for all levels and functions in the organization. Requires no prior knowledge of the **Leadership Architect®** suite and is a pre-requisite for participation in all certifications in the advanced restricted tools of the **Leadership Architect®** suite.

**Dress:** Business Casual/casual – jeans and sandals are okay (this IS California after all!)

**Meals:** Continental breakfast, lunch and refreshments will be provided

## **Shipping:**

If you have flown to this workshop and you wish to ship your materials home rather than carrying them, boxes will be available at the end of the workshop. If you have a FedEx or UPS account - be sure to bring your account number to make that process easier.

## **Materials used in this course include:**

- *FYI: For your Development™* book (4<sup>th</sup> edition)
- Leadership Architect® Competency Sort Cards (version 4.1b)
- *The Leadership Machine* book (© 2002)
- Career Architect® Development Planner book (4<sup>th</sup> edition)
- Career Architect® Development Placemat
- Research Interpretation guide
- Leadership Architect® Sort Cards Quick Reference Guide
- *Broadband Talent Management* book and coaching guides
- *100 Things You Need to Know: Best People Practices for Managers & HR* (© 2004)
- Workshop Manual

Please note that participants may not share course materials. Each participant is required to use current products in this workshop.



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Talent management for today and tomorrow



# REGISTRATION FORM: Leadership Architect® 101 Workshops/ 2009

Feb 19-20    Mar 11-12    May 5-6    Jun 16-17    Jul 21-22    Aug 11-12

Sept 15-16    Oct 6-7    Nov 11-12    Dec 8-9

**This workshop is the prerequisite for all other Lominger certifications**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Title: \_\_\_\_\_ Department: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

City \_\_\_\_\_ FAX: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Website: \_\_\_\_\_

### Registration:

Course fee of \$899.00 payable to: **The Crawford Group. Registration form must be received four (4) weeks prior to course date.** Individuals who register after the 4 week prior deadline date will be charged the full price of \$1200.00 for this workshop. Fees are due and payable at the time of registration. Email or fax the registration form. You may pay for your registration fee with a credit card via PayPal on our website, or mail your check to: The Crawford Group, PO Box 131284, Carlsbad, CA 92013. For business checks, please be sure to include the name of the course and participant on/with the check.

### Materials Fee:

Approximately \$450.00 plus tax and shipping. **Once your registration and fee have been received, we will order your materials directly from Lominger International.** Materials will be shipped to The Crawford Group and brought to the course site for you. Lominger International will charge your credit card directly for the materials ordered. Please provide your credit card information.

**Credit Card:**      \_\_\_ VISA      \_\_\_ MC      \_\_\_ AmEx

**Account #** \_\_\_\_\_

**Name on the Card** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_

► Please complete this registration form and **FAX it to The Crawford Group at 253.679.5625** to hold your place in the class. Your materials will be ordered from Lominger once your payment has been received.

**Our Cancellation Policy:** Cancellations made during the ten working days prior to the workshop will forfeit the registration fee. All cancellations must be received via fax or email. Substitutions of employees from within the same organization are welcome. Unopened materials may be returned to Lominger International **only with their approval.** They are subject to a re-stocking fee.

Once your registration process is complete and your materials ordered, you will receive a confirmation email with additional information and directions. For your convenience if you are traveling here, training sessions always take place in hotels, so, based on availability, you should be able to stay in the same location if you desire.

If you have additional questions, please call Lisa Crawford at 760.476.1552 or email her at [lisa@thecrawfordgroupinc.com](mailto:lisa@thecrawfordgroupinc.com)

**We look forward to seeing you at the workshop in gorgeous San Diego!**