



Lanza Leadership / Managerial Skills

Closing the Gap

-Training done in Spanish-

Lanza's Leadership training for Supervisors and Managers enables your organization tap into its untapped Spanish-speaking human resources. It is probable that many of your employees could be competent organizational leaders, managers, and supervisors. When this potential is recognized, it should be encouraged, supported, and nurtured. Language barriers often cause this potential to go un-noticed, and this leadership potential is never realized.

Lanza's three-part course will give your Spanish-speaking team members the skills and support they need to help them realize their full potential. Not only will you be creating Spanish-speaking leadership, but you will also be creating role models and mentors within your organization; demonstrating to other Latino employees that there is opportunity for growth, which is a powerful motivator.



The Leadership training is done in three parts, over a span of 2 months, in order to provide ongoing support for the participants, to follow up on their progress, and to offer suggestions for improvement while the participants put into practice what they have learned during their training. Participants will receive assignments in between the seminars to keep them focused on their goals and to give them an opportunity to apply their newly acquired skills.

Lanza's team has been helping companies train, nurture and support their Latino employees and managers since 1999.



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Leadership Training I – 3.5 hours

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|---------------------------------------|---|
| I. Establecer las Metas | Goal setting |
| II. Ser un buen Supervisor / Manager | Being an effective supervisor / manager |
| III. Ser un Líder | Being a leader |
| IV. Comunicarse como un líder | Communicate like a Leader |
| V. Reconocer el trabajo de otros | Recognizing the work of others |
| VI. Errores - aprender de la historia | Making mistakes, learning from the past |
| VII. Resolver los conflictos | Conflict Resolution |
| VIII. Tarea | Assignment |

- 1 month later -

Leadership Training II – 3 hours

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|------------------------------------|-------------------------------------|
| I. Revisar la tarea | Assignment discussion and review |
| II. Más comunicación para el líder | More on communicating like a Leader |
| III. Errores comunes que hacemos | Common errors we all make |
| IV. ¡Rey por un Day! | ¡Rey for a Day! (King for a day!) |
| V. Manejar el estrés | Stress management |
| VI. Juzgar su mismo mando | Evaluate your own leadership |
| VII. Tarea | Assignment |

-1 month later -

Leadership Training III – 3 hours

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|--------------------------------------|----------------------------------|
| I. Revisar la tarea | Assignment discussion and review |
| II. Aumentar / Fundar el equipo | Team Building |
| III. Delegar bien la responsabilidad | Delegating responsibility well |
| IV. Utilizar bien el poder | Use your power well |
| V. Ser un mentor | Being a mentor |
| VI. Técnicas para relajarse | Relaxation Techniques |
| VII. Juzgar su mismo mando | Evaluate your own leadership |