

AIDT Leadership Development Training

Training experts agree that one of the keys to developing and retaining quality leaders is training. Investing in training improves retention and creates more loyal and dedicated employees. Alabama Industrial Development Training (AIDT) is partnering with the Jackson Area Chamber of Commerce to offer its leadership development program to Jackson area businesses and industries on April 20th-21st. Classes will meet 8:00 a.m. to 4:00 p.m. at Alabama Southern Community College in Jackson, Alabama.

This training combines a creative variety of tools and techniques designed to develop and nurture leaders. Outcomes of the training include a better awareness, understanding, sensitivity and involvement with the latest in leadership principles. The class lays a foundation for all levels of leaders, and focuses on roles/responsibilities, communication, teamwork, motivation and leadership.

Kendall Haywood, AIDT's Leadership Development manager, has received her Certified Manager designation from the Institute of Certified Professional Managers, based at James Madison University. She brings over 21 years of training experience to the class and utilizes a variety of training methods. Past clients have praised her training as "one of the best classes I've ever attended". Local businesses that have participated include Alabama Power, BD & S Services Inc., Boise, Clarke-Washington Electric, Capstone Bank, First United Methodist Church, Independent Living Center of Mobile, Jackson Medical Center and New Era.

Enclosed is an agenda and registration form for the two day seminar. The registration cost is \$25. For more information or to register, contact the Jackson Chamber at 251-246-3251.

Respectfully,

LaShaunda Holly
Executive Director

"When you invest in the Jackson Chamber, you invest in our community."

AIDT Leadership Development Skills I

Day One

Introduction

- AIDT Overview
- Program Content/Training Materials
- Student Participation

Managing the Human Resource

- “Win as Much as You Can”
- Manager’s Role

Responsibilities of a Supervisor

- Motivator
- Leader
- Evaluator
- Communicator

Communication

- The Communication Process
- Active Listening
- What’s My Communication Style?

Improving Work Relationships

- Teamwork Basics
- Consensus Decision Making

Day Two

Working Together Successfully

- Quality Crunch
- Respecting our Differences

Motivation

- The Pygmalion Effect
- Hierarchy of Human Needs
- Assumptions

Leadership Skills

- What is Leadership?
- Managers vs. Leaders

Putting It All Together

- Successful Supervision
- Seminar Critiques
- The Next Step

Alabama Industrial Development Training Registration Form

Return by fax to 251-246-3213, or email information to jacksonchamber@bellsouth.net or mail information to the following:

Jackson Area Chamber of Commerce
500 Commerce Street
Jackson, AL 36545

Registration fees can be paid by credit card, check or cash. To make credit card payments, visit www.jacksonalabama.org. If you should have any questions, feel free to contact the Chamber office at 251-246-3251.

Company _____

Contact Name _____

Phone _____ Cell Phone _____

Email _____

Address _____

City _____ Zip _____

of attendees _____ Names of attendees _____

Authorized Signature

Date

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To be completed by the Jackson Area Chamber of Commerce

Received Payment _____ Cash Check # _____ Credit Card
Date