

## About the Course

This Professional Academy Diploma in Women in Leadership course is designed to support participants in enhancing their leadership skills and knowledge while addressing the unique challenges and opportunities faced by women in leadership roles.

This comprehensive course is highly interactive, and each lesson includes the latest research on women in leadership; an opportunity for participants to engage in active reflection related to the topic at hand; and practical skills, techniques, and strategies that are topic related and can be applied in their leadership immediately.

In addition to providing participants with the skills and knowledge they need to succeed as leaders, the Women in Leadership course also offers participants the opportunity to build a professional network with their fellow learners. This network can provide valuable resources and guidance as participants continue to develop their leadership skills and careers.

## Entry Requirements

This course is ideal for those working as managers or supervisors in any sector or for anyone interested in developing their leadership skills and knowledge.

## Learning Outcomes

On completion of this course, learners will be able to:

- Describe the latest research and trends related to women in the workplace and how these may impact their leadership roles and the roles of other women.
- Explain their relationship to the topic of women in leadership and their experiences in the workplace and develop self-awareness around their own biases and beliefs.
- Apply new leadership skills and strategies to their leadership approach that specifically consider the challenges and opportunities facing women in the workplace.
- Critically discuss and analyse specific issues and opportunities affecting women in leadership roles.

## Course Structure

- **Live Online Part-time:** One evening per week; 6:30pm to 9:30pm for 12 weeks

## Course Breakdown

Module	Overview	Topics/Area Covered
1. Lead without Limits	Learn the importance of developing your leadership identity.	<ul style="list-style-type: none"><li>● The self and leadership identity</li><li>● Areas for growth</li></ul>

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2. Setting The Direction	Create a leadership vision and learn to scaffold it with support.	<ul style="list-style-type: none"> <li>● Challenges of leadership</li> <li>● Decision making</li> <li>● Problem solving</li> </ul>
3. Defining Your Leadership Brand	Understand different leadership styles, preferences, and effectiveness.	<ul style="list-style-type: none"> <li>● Leadership styles - preferences and effectiveness</li> <li>● Framework and tools</li> </ul>
4. Why A Leadership Brand Matters Most For Women	Understand the expectations of female leaders in the workplace.	
5. Improve Your Leadership Effectiveness	Improving decision-making and problem-solving in the workplace.	
6. Effective Conflict Management At Work	Improve your ability to manage conflict effectively and have difficult conversations.	<ul style="list-style-type: none"> <li>● Conflict management strategies</li> </ul>
7. Leveraging Your Confidence	Understand how confidence and competence are understood in the workplace and learn to enhance your own.	<ul style="list-style-type: none"> <li>● The bias towards confidence</li> <li>● How competence is understood</li> </ul>
8. Increasing Your Impact	Learn to build stronger relational and communication skills.	<ul style="list-style-type: none"> <li>● Relational and communication skills</li> </ul>
9. Owning Your Authority	Discover how power dynamics in organisations work and how to navigate them.	<ul style="list-style-type: none"> <li>● What are power dynamics</li> </ul>
10. Increase Your Influence	Learn about influencing techniques and stakeholder management skills.	
11. Broaden Your Horizons	Learn to develop your networking and influencing skills.	
12. Seeing The Bigger Picture	Understand the societal and organisational influences on women at work and how to mitigate their negative effects.	

### Course Assessments

Assessed Component	Weighting	Deadline
Action Learning Log	40%	Week 12
Written Assignment (approx. 3,000 words)	60%	2 weeks after course completion

The Action Learning Log will demonstrate the continuity of reflection throughout the course, by completing a separate AL Log worksheet for each of the main topics (average 250 words per worksheet). The full set of worksheets will be combined into an Action Learning Log, which will be submitted at the end of the course for grading.

The Written Assignment should be completed at the conclusion of the course, once all sessions have been completed. Learners will be given 3 core specific questions where they will be asked to describe and discuss a piece of research or trend related to women in the workplace and how it has impacted their leadership skills. The goal of the assignment is to demonstrate how learners are thinking about putting course concepts, models, tools and practices in their own context to demonstrate the course learning outcomes.