

2023 Leadership Development Courses by Topic

In addition to [Leading Others](#) and [Leading Organizations](#), the Department of Enterprise Services (DES) offers leadership development (LD) courses in the [DES course catalog](#). To help employees and training managers select courses, courses are listed below by leadership topic. Courses may be listed under more than one topic. Courses are instructor-led (in-person or virtual) unless specified as [eLearning](#).

Budget/Financial

- Budgeting for the Non-Financial Manager

Change Management

- Being an Effective Sponsor of Change
- Franklin Covey 6 Critical Practices of Leadership
- Franklin Covey Change Management: How to Turn Uncertainty Into Opportunity
- Crucial Learning: Influencer: The New Science of Leading Change
- Developing a Succession Planning Strategy for the Changing World of Work
- Leading & Managing Change
- Leading Organizations
- Leading People Through Change
- Leading Others
- Managing Change & Making Great Decisions
- Managing Transition and the Human Side of Change
- Organizational Change Management: What it is and Why it Matters
- Servant Leadership

Coaching

- Franklin Covey 4 Essential Roles of Leadership
- Building a Coaching Culture
- Coaching as a Leadership Style
- Coaching Mindset - 1/2 Day
- Coaching Skills
- Coaching with the LPI Assessment
- Coaching: How Leaders Develop the Next Leaders
- Exceptional Coach: How to Assist Others in Going from Average to Excellent
- Fundamentals of Coaching Skills For Managers
- Leadership NEXT
- Leading Others
- Mediation Tools and Skills
- Motivating & Coaching to Build Top Talent

Communication

Interpersonal Communication

- Franklin Covey 6 Critical Practices of Leadership
- Franklin Covey 7 Habits of Highly Effective People
- Addressing and Resolving Conflict LD Workshop
- Art of Delivering Positive Feedback
- Crucial Learning Crucial Conversations for Accountability
- Crucial Learning Coaching Crucial Conversations for Leaders & HR Professionals
- Communicating with your Team: Understanding Styles LD Workshop
- Creating a Motivational Mindset
- Crucial Learning Crucial Conversations Train the Trainer Certification
- Effective Feedback Coaching Skills

- Facilitating Difficult Conversations
- Giving and Receiving Feedback LD Workshop
- Leading from the Middle: Influencing without Direct Authority
- Leading Others
- Leading Through Difficulty: Emotional Intelligence, Communication & Conflict Management
- Mediation Tools and Skills
- Motivational Conversations (8 hours)

Organizational Communication

- Communicating with your Team: Understanding Styles LD Workshop
- It's a Matter of Style! How to Build a More Effective Team
- Language of Leadership: Enhancing Your Leadership Potential
- Leading Effective Meetings
- Leading from the Middle: Influencing without Direct Authority
- Leading Through Difficulty: Emotional Intelligence, Communication & Conflict Management
- Mediation Tools and Skills
- Virtual Meeting Facilitation Basics (4 Hours)

Crisis/Conflict/Emergency Management

- Addressing and Resolving Conflict LD Workshop
- Conflict, Compromise & Cordial Co-workers
- Conflict De-escalation: How to Respond When Emotions Run High
- Co-Resolve: Working with Differences & Conflict
- Dealing With Troubled, Toxic, or Negative People
- Effective Problem-Solving and Decision-making
- Differentiated Leadership: Leading Well in an Anxious World
- Facilitating Difficult Conversations

- Grow Through What You Go Through - Psychological First Aid
- Helping Difficult Customers
- Interpersonal Conflict Management
- Leading Through Difficulty: Emotional Intelligence, Communication & Conflict Management
- Mediation Tools and Skills
- Resolving Workplace Conflict
- RIGHT RESPONSE® Primer
- WA State Preventing Workplace Violence for Supervisors eLearning
- WA State Workplace Behavior for WFSE Represented Employees eLearning

Delegation

- Delegating Effectively

Diversity, Equity, Inclusion, & Belonging

- Adapting Your Leadership Style to a Multicultural, Multigenerational Workplace (7 Hours)
- Bystander Intervention LD Workshop
- Co-Resolve: Working with Differences & Conflict
- Disrupting Microaggressions LD Workshop
- Mitigating Implicit Bias in the Hiring Process LD Workshop
- Navigating Discrimination Claims & Managing Accommodations
- Respect at Work: Breaking Down Barriers
- Respect in the Workplace
- Sexual Harassment Prevention for Managers
- Strengths of Difference
- WA State Reasonable Accommodations for Supervisors eLearning
- WA State Unlawful Employment Discrimination eLearning
- Working with Generational Differences

Emotional Intelligence

- Building a Psychologically Safe Team Culture LD Workshop
- Creating Psychological Safety Through Conversations
- Differentiated Leadership: Leading Well in an Anxious World
- Elemental Leadership®
- Emotional Intelligence at Work
- Harnessing the Power of Agile EQ - (30 Assessments)
- Introduction to Elemental Leadership®
- Johari Window
- Leading Through Difficulty: Emotional Intelligence, Communication & Conflict Management
- Managing Emotions for Success as a Leader LD Workshop
- Managing Stress, Time & Energy For Leaders LD Workshop
- Self-Regulation: Engage Movement, Breath, and Ease (8 Hours)

Ethics

- Ethics in Decision Making for Supervisors and Human Resources
- WA State Ethics in State Government eLearning

General Leadership (multi-topic)

- Elemental Leadership®
- Franklin Covey 4 Essential Roles of Leadership
- Franklin Covey 6 Critical Practices of Leadership
- Franklin Covey 7 Habits of Highly Effective People
- Introduction to Elemental Leadership®
- Leadership Essentials
- Leadership NEXT

- Leading an Inspired Workforce Part 1: Empowering Supervision
- Leading an Inspired Workforce Part 2: Creating Motivating Work Environment
- Leading Organizations
- Leading Others
- Mind of a Manager, Heart of a Leader
- Outward vs. Inward Mindset
- Participatory Leadership
- Systems Intelligence for 21st Century Leaders

HR/Hiring

- Developing a Succession Planning Strategy for the Changing World of Work (8 Hours)
- Effective Employee Onboarding
- Employee and Labor Relations
- Legal and Effective Hiring for Success
- Mitigating Implicit Bias in the Hiring Process LD Workshop
- Navigating Discrimination Claims & Managing Accommodations
- Performance Management in a Just Cause World
- Recruitment & Selection
- Talent Management Academy
- WA State Family Medical Leave Act for Supervisors eLearning
- WA State Reasonable Accommodations for Supervisors eLearning
- WA State Preventing Workplace Violence for Supervisors eLearning
- WA State Civil Service Rules & Labor Relations eLearning
- WA State Interview Skills for Panelists eLearning
- WA State Pay, Leave & Time eLearning
- WA State Sexual Harassment Prevention for Supervisors eLearning
- WA State Suicide Awareness eLearning
- WA State The Hiring Process: Module 1 – Recruitment- eLearning

- WA State The Hiring Process: Module 2 – Interviewing - eLearning
- WA State Unlawful Employment Discrimination eLearning
- WA State Use of Criminal Records in Hiring (for Executive & HR Staff) eLearning
- WA State Workplace Behavior for WFSE Represented Employees eLearning
- Workforce Planning and Employment
- Hybrid Work
- Virtual Meeting Facilitation Basics (4 Hours)
- WA State Teleworking in a Modern Work Environment eLearning

Innovation

- Franklin Covey 7 Habits of Highly Effective People

Leadership Presence

- Language of Leadership Part 1: Enhancing Your Leadership Potential
- Leadership Command Presence I: Building Acceptance & Credibility while Communicating Influentially
- Leadership Command Presence II: Building Acceptance & Credibility while Communicating Influentially
- Leadership Presence
- Leading from the Middle: Influencing without Direct Authority
- Leading Organizations

Leadership/Management Style

- Adapting Your Leadership Style to a Multicultural, Multigenerational Workplace (7 Hours)
- Coaching as a Leadership Style
- Everything DiSC Management- Harnessing your Management Style (with 30 assessments)
- Harnessing the Power of Agile EQ - (30 Assessments)
- It's a Matter of Style! How to Build a More Effective Team

- Leading Forward to Work-A Four Week Guided Journey
- Mind of a Manager, Heart of a Leader
- Outward vs. Inward Mindset
- Servant Leadership

Mediation/Negotiation/Employee Relations

- Changing World of Work and Employee Relations (8 Hours) (HR)
- Collaborative Negotiations
- Mediation Tools & Skills
- WA State Civil Service Rules & Labor Relations eLearning

Mindfulness

- Mindful Leadership at Work (To Be Offered)

Motivation

- Creating a Motivational Mindset
- Exceptional Coach: How to Assist Others in Going from Average to Excellent
- Crucial Learning Influencer: The New Science of Leading Change
- Motivating & Coaching to Build Top Talent
- Motivating Employees
- Motivational Conversations (8 hours)
- Motivational Strengths

Performance Management

- Franklin Covey 6 Critical Practices of Leadership
- Franklin Covey 7 Habits of Highly Effective People
- Art of Delivering Positive Feedback
- Collecting Meaningful Data

- Crucial Learning Crucial Conversations for Accountability
- Cycle of Reflecting
- Effective Feedback Coaching Skills
- Elemental Leadership
- Giving and Receiving Feedback LD Workshop
- Leading Others
- Performance Accountability: How to Measure Outcomes
- Performance & Development Plan
- Performance Management in a Just Cause World
- WA State Performance Plans & Reviews eLearning
- WA State Resolving Performance Issues eLearning

Presentation Skills

- How to Explain Science, Share Data & Build Trust: Psntn Skills for Scientists & Pub Officials
- Leading from the Middle: Influencing without Direct Authority
- Psychological Safety
- Building a Psychologically Safe Team Culture LD Workshop
- Creating Cultures of Trust Through Psychological Safety
- Creating Psychological Safety Through Conversations
- Grow Through What You Go Through - Psychological First Aid
- Leading Forward to Work-A Four Week Guided Journey
- Psychological Safety & Wellness (6 Hours)
- Psychological Safety in Teams (Going to offer)

Recognition & Appreciation

- Creating a Culture of Appreciation & Positivity
- Creating a Culture of Recognition

- Resiliency
- Building a Resilient Team
- Planning for Resilience: How Leaders Can Thrive in the Face of Uncertainty and Change (Going to offer)

Strategy

- Developing a Succession Planning Strategy for the Changing World of Work
- Franklin Covey 4 Essential Roles of Leadership
- Leading Organizations

Supervision/Management

- Leading Others
- Mind of a Manager, Heart of a Leader
- Stepping up to Supervision: How to Increase Your Influence With Others (8 Hours)

Time Management

- Franklin Covey 7 Habits of Highly Effective People
- Managing Stress, Time & Energy For Leaders LD Workshop
- Mind of a Manager, Heart of a Leader

Team Building

- Franklin Covey 6 Critical Practices of Leadership
- Building a Culture of Teamwork: using the Everything Disc on Catalyst Assessment (1 Day)
- Building a Psychologically Safe Team Culture LD Workshop
- Building a Resilient Team
- Building Trust with your Team LD Workshop
- Communicating with your Team: Understanding Styles LD Workshop
- Creating Connection & Belonging on Teams LD Workshop

- Creating Psychological Safety Through Conversations
- Five Dysfunctions of a Team
- Its a Matter of Style! How to Build a More Effective Team
- Keys to Building an Effective Team
- Leading Forward to Work-A Four Week Guided Journey
- Team Skills: Participating on and Leading Effective Teams

Trust

- Franklin Covey 4 Essential Roles of Leadership
- Franklin Covey 7 Habits of Highly Effective People
- Building Trust with your Team LD Workshop
- Creating Cultures of Trust Through Psychological Safety
- Five Dysfunctions of a Team
- How to Explain Science, Share Data & Build Trust: Psntn Skills for Scientists & Pub Officials
- Leading Others, Part 2
- Franklin Covey Leading at the Speed of Trust
- Leading from the Middle: Influencing without Direct Authority
- Respect at Work: Breaking Down Barriers

Vision, Mission, Values

- Introduction to Elemental Leadership®
- Elemental Leadership®
- Franklin Covey 4 Essential Roles of Leadership
- Franklin Covey 7 Habits of Highly Effective People
- Leading Others
- Leading Organizations
- Leading With Your Values