



## Leadership seminar

Leadership skills, conducting appraisals,  
interviewing and selection of applicants

### Seminar objective

Professional and personal further training is important to you as a manager - and you would like to use a weekend to intensively deal with the topic of leadership? In our weekend seminars we offer you a very individual learning environment in which you can ask your questions and achieve your personal goals.

The "Leadership Weekend Seminar" combines modules from the seminars "From employee to supervisor", "Leadership behaviour", "Employee appraisal", "Communication and social competence for managers", "Psychology for managers", "Change management", "The manager as coach and consultant", "Workplace health management", "Leading interviews" and "Virtual leadership". You will have the opportunity to express individual, thematic preferences from the range of topics "leadership", so that this training is adapted to your wishes. The implementation in very small groups guarantees a practical training.

### Seminar content

- From employee to superior
- Leadership behaviour
- The appraisal interview
- Communication and social competence for managers
- Psychology for Executives
- Change Management
- The executive as coach and consultant
- Workplace health management
- Interviewing and selecting candidates
- Virtual leadership

### Methodology

Leadership style reflection Simulation of day-to-day situations  
Impulses from the trainer Case studies Interactive and experiential  
exchange Moderated exercise sequences Exercises with individual  
feedback Supervision

### Target audience

he leadership seminar is aimed at specialists and managers from commercial enterprises of all sizes and sectors as well as from public administrations who would like to further develop their leadership behavior.

#### Course ref.

WE9002

#### Participants

not more than 9 participants

#### Schedule

1. Day: 10:00 - 17:00  
2. Day: 09:00 - 16:00

#### Location & dates

##### Münster

10.12.2022 – 11.12.2022  
13.05.2023 – 14.05.2023  
19.08.2023 – 20.08.2023  
09.12.2023 – 10.12.2023

#### Fee

990,00 € (ex. VAT)  
1.178,10 € (inc. VAT)

Included in the price: Working documents, certificate of participation, lunch and coffee breaks.



## FAX-ANMELDUNG +49 251 20205-99

Internet: [www.kitzmann.biz](http://www.kitzmann.biz)  
E-Mail: [info@kitzmann.biz](mailto:info@kitzmann.biz)  
Telefax: +49 251 20205-99

Ich melde mich/Wir melden uns zu folgender Veranstaltung an:

1. Teilnehmer

\_\_\_\_\_  
Name/Vorname

\_\_\_\_\_  
E-Mail

\_\_\_\_\_  
Mobilnummer

\_\_\_\_\_  
Veranstaltung                      Seminarcode

\_\_\_\_\_  
Ort                                      Termin

Firmendaten/Rechnungsempfänger

\_\_\_\_\_  
Firma

\_\_\_\_\_  
Rechnung (Name)

\_\_\_\_\_  
Straße/Nummer

\_\_\_\_\_  
PLZ/Ort

\_\_\_\_\_  
Telefon/Fax

\_\_\_\_\_  
Branche

\_\_\_\_\_  
Datum

2. Teilnehmer

\_\_\_\_\_  
Name/Vorname

\_\_\_\_\_  
E-Mail

\_\_\_\_\_  
Mobilnummer

\_\_\_\_\_  
Veranstaltung                      Seminarcode

\_\_\_\_\_  
Ort                                      Termin

\_\_\_\_\_  
Anzahl der Mitarbeiter in Ihrem Unternehmen

\_\_\_\_\_  
Kundennummer

\_\_\_\_\_  
Anmeldebestätigung (E-Mail)

\_\_\_\_\_  
Unterschrift