

## EXECUTIVE LEADERSHIP WEEK

Duration: 4 days

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The „Executive Leadership Week“ has been designed to help experienced executives to identify and hone personal leadership skills. The goal of this course is to face the challenge of uncovering inadequacies of personal leadership qualities based on neutral cases, followed by appropriate measures for improvement.

This seminar creates self-awareness using feedback, supports personal growth and advances leadership competence. It provides opportunities for optimization and furthermore offers the chance for a personal exchange with our leadership coach.

Course participants are executives with extensive leadership qualifications who are fully aware that only continuing education and ongoing personal development are going to lead to the results indispensable for enduring success: A culture of performance orientation, a focusing on results, and a winning spirit in an environment where work, joy and challenge are present at the same time.

### BENEFITS

- Participants learn about their personal leadership competence and how to use it appropriately.
- In a guided process, participants identify their personal leadership qualities which they can later discuss confidentially with the leadership coach.
- Participants learn methodologies of mental training, communication, independent governance and motivation.
- Stress management and measures to match personal goals with the organization's mission.

### PARTICIPANTS

- Experienced executives with extensive leadership practice based on «learning by doing», who seek methodical and psychological background information for a more structured leadership approach.
- Executives, project managers, and team leaders aiming to analyze and improve personal leadership competence – mirrored with neutral examples.

### TOPICS

The list of prerequisites for leadership competence is long. We demonstrate indispensable leadership skills:

- Creativity and innovation potential
- Persuasiveness
- Perception
- Judgement
- Analytical thinking
- Contagious enthusiasm
- Result orientation
- Communication skills
- Sense for justice
- Discipline
- Thirst for knowledge
- Adaptability
- Empathy
- Harmony – despite assertion

We take special care to provide genuine guidelines to really advance leadership competence and result-oriented implementation

### SESSIONS

- 5714-E 15.–18.04.2024  
Brunnen
- 5724-E 14.–17.10.2024  
Luzern

### Program Fees

CHF 5900.–\*  
(plus 8.1% VAT)

\* Invoicing in EUR possible (subject to daily exchange rates).

## REGISTRATION, ADMINISTRATION AND ORGANIZATION

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Our paramount goal is to provide top of mind, holistic and practical management knowledge.

If possible, the content and structure of the seminar is adapted to a certain degree to the specific interests and backgrounds of the participants to foster the transfer of the provided concepts and methods into practice.

Our seminars in management education are structured as standalone modules that allow topic specific combinations. This facilitates the option to customize the programs to the individual needs of our clients.

We will gladly explain the advantages of this concept and advise you on the selection of the optimal program for you.

The following administrative references allow for a smooth process of your registration. We gladly assist you in any queries

### Certificate

After your attendance of the seminar/ completion of a program, you will receive a certificate on the last course day.

### Fees and Accommodations

Seminar fees include the cost of the seminar and the seminar materials (plus 8.1% VAT for seminars in Switzerland). Seminars outside of Switzerland are taxed according to local regulations. Not included are all hotel costs of the participant including room and board, directly payable at the hotel. Multipart seminars can be booked only as a whole. Missed seminar days or seminar parts cannot be made up at a later date (Exceptions may apply). Seminar and diploma fees are invoiced in Swiss Francs (CHF). Upon request, payment in EURO (EUR) is possible at the daily currency exchange rate.

### Change of Registration / Cancellation

Changes of registration from one seminar or diploma program to another are possible only up to 6 weeks before the start of the seminar at the cost of a CHF 400 change of reservation fee.

Cancellations are free up to 3 months before the start of a seminar or diploma program. Registered participants who cancel their registration between 3

months and 6 weeks before the start of a seminar will incur a charge of 40% of the respective seminar or diploma fee. Registered participants who cancel their registration within 30 working days of the start of the seminar or diploma program will be charged the full fee.

We recommend that participants take out cancellation insurance to cover the above seminar cancellation costs in case of illness or other unforeseen circumstances.

With your registration you accept the General Terms and Conditions of the SGMI Management Institut St. Gallen AG. For further information please go to [www.smp.ch/en/tc](http://www.smp.ch/en/tc)

### Hotel

Seminars are usually organized in hotels. You hereby benefit from a reasonably priced fixed rate. However, you are free to select your own accommodation. In any case, a daily flat rate is to be paid directly to the hotel. With the registration confirmation you will receive detailed hotel information and a room reservation sheet, which you should fill out and return to us immediately. We will then take care of the hotel reservation on your behalf. The hotel will then invoice you individually on departure.

## REGISTRATION

We welcome your registration.

Please register using the form on the corresponding product website at [www.smp.ch](http://www.smp.ch) or by e-mail to [seminare@smp.ch](mailto:seminare@smp.ch) with the corresponding product information. Thank you very much.

Registrations will be considered on a first-come, first-served basis. If there are no more places available for a seminar, you will be informed immediately. Partial attendance of multi-part programs is possible on individual basis.

We reserve the right to make minor changes to the program, provided that they are beneficial to the success of the seminar.

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