

The Group Coaching Programme
To Turn Your Managers Into Leaders

THE
FUTURE LEADERS
— A C A D E M Y —

The Business Growth Agency at

actionCOACH[®]
BUSINESS COACHING



Our goal for business owners
is to create a business
that can **run without you**

So who will help run
your business
in the future?

THE FUTURE LEADERS ACADEMY

What Is It?

The Future Leaders Academy is a monthly structured series of coaching workshops for people managers, future managers and rising leaders in your business.

This is not just any old training. This is *coaching*.

The Academy is made up of interactive learning experiences that are specifically designed to increase the retention of information.

The future leaders will learn specific management skills, as well as how to define and develop their own leadership style.

It's not about theory and ideas – it's about taking action and starting new ways of working.

Attendees will set goals every quarter that are specific to their development, and are given homework after each session to put their new skills into practice.

Review sessions throughout the course ensure that new habits are constantly being refreshed, and that your managers are held accountable for improving the performance of themselves and their teams.



Who Is It For?

The Future Leaders Academy is specifically targeted to develop the skills for the people managers or future successors in your business.

- ✓ Current team managers or those starting management soon
- ✓ People who are keen to develop themselves beyond the day job
- ✓ People brand new or experienced in management
- ✓ People who want to have more impact in the business

If you have ambitious rising stars who you want to retain by supporting their development, we welcome them to the Academy.

Who Are We?

We are **The Business Growth Agency**.

We coach up to 100 business owners and their teams every month, and have made quite a name for ourselves.

We have been awarded the **Best Group Coaching In The World** for 2 years running – out of over 1,000 coaching practices. And we were the best across Europe, Middle East and Asia for the previous 7 years!

We specialise in helping you to grow a business that can work more without you. The start point is to build an exceptional team around you, who can step up to take on more responsibility.



Here's What People Have Said So Far...

"This training is life-changing.

A serious eyeopener that has given me the tools to become a better version of myself – not just at work, but in every aspect of my life."

"I've done a lot of training courses, and this is by far the best.

I'm applying what I've learnt on a daily basis, because it's not just pie-in-the-sky stuff. **It's all based on actions and keeping us accountable."**



See what business owners and Future Leaders graduates have gained from the programme: youtu.be/Z-NgaRjcwco

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Average rating
of the programme

100%

of attendees have
considerably improved their
confidence as leaders

100%

of attendees say it is
better than any other
training they have had

The Agenda

Sessions are once per month: 2.5 hours per session, plus homework time.

Your future leaders attend the ongoing sessions for as long as you and they are seeing the value towards their development.

Develop Yourself

- SESSION 1: Becoming The Leader (Part 1)
- SESSION 2: Time Mastery
- SESSION 3: Managing Team Performance
- SESSION 4: Coaching For Managers
- SESSION 5: Worldclass Communication
- SESSION 6: Review & Planning Session**

Develop Your Team Skills

- SESSION 7: Resolving Conflict
- SESSION 8: Designing Your Team Culture
- SESSION 9: Recruiting A Top Team
- SESSION 10: Team Retention
- SESSION 11: Business Finance Basics
- SESSION 12: Review & Planning Session**

Develop Your Leadership Style

- SESSION 13: Becoming The Leader (Part 2)
- SESSION 14: Build A Team That Takes Ownership
- SESSION 15: Assessing Your Team
- SESSION 16: Creating Systems For Your Team
- SESSION 17: Your Communication Style
- SESSION 18: Review & Planning Session**

Masterclass Sessions

- SESSION 19+:** Future Leaders Masterclass Sessions
Ongoing monthly sessions, focussed on implementation and leadership development

What Will You Learn?

Session 1: Becoming The Leader (Part 1)

- ✓ Define your own management style
- ✓ Understand the identity shift from team member to team leader
- ✓ **Commit to annual and quarterly goals for your personal and team development**

Session 2: Time Mastery

- ✓ Learn why time management has nothing to do with managing time
- ✓ Practical tools to gain more control over your time and efficiency
- ✓ Specific strategies to manage time distractions

Session 3: Managing Team Performance

- ✓ Learn how to run effective appraisals
- ✓ Understand the power of setting team KPIs
- ✓ Create a system for managing poor performance
- ✓ **Review quarterly goals and set new ones**

Session 4: Coaching Skills For Managers

- ✓ A practical session to learn how to coach your team members, listen effectively and ask powerful questions
- ✓ Use coaching as a manager to empower your team

Session 5: Worldclass Communication

- ✓ Understand the DISC personality profiling tool
- ✓ Learn about the strengths and weaknesses of your own natural style, as well as of those in your team
- ✓ Effective ways to communicate to your team, clients & colleagues

Session 6: Review & Planning Session

- ✓ **Review your progress and challenges so far**
- ✓ **Review quarterly goals and set new ones**

Session 7: Difficult Conversations (Part 1) – Resolving Conflict

- ✓ Identify types of conflict and understand the reasons for it
- ✓ Practise using frameworks for difficult conversations and resolving conflict

Session 8: Designing Your Team Culture

- ✓ Understand why team culture is crucial to performance
- ✓ Learn how to define the culture & values for your team
- ✓ Implement Rules of the Game: making the culture real

Session 9: Recruiting A Top Team

- ✓ Get clear on what a top team is for your business, and how to assess for it in the recruitment process
- ✓ Create a recruitment system and improve your interview technique
- ✓ **Review quarterly goals and set new ones**

Session 10: Team Retention

- ✓ The key to keeping your top performers for longer
- ✓ The truth about pay and recognition
- ✓ Onboarding new team members

Session 11: Business Finance Basics

- ✓ Learn that finance does not need to be difficult or boring!
- ✓ Get to grips with business finance: budgeting, gross profit vs net profit and cashflow forecasting

Session 12: Review & Planning Session

- ✓ **Review your progress and challenges so far**
- ✓ **Review annual and quarterly goals and set new ones**

Session 13: Becoming The Leader (Part 2)

- ✓ Define your personal leadership philosophy
- ✓ Learn the power of affirmations in leadership

Session 14: Build A Team That Takes Ownership

- ✓ Understand why team ownership is crucial to performance
- ✓ Learn the 4 Steps to Effective Delegation
- ✓ Identify specific tools to create an environment of ownership

Session 15: Assessing Your Team

- ✓ Tailor your assessment and development plans for each team member
- ✓ Learn the science-backed approach to assessing team performance
- ✓ Review quarterly goals and set new ones

Session 16: Creating Systems For Your Team

- ✓ Understand how systems create consistency and efficiency
- ✓ Learn a simple tool for creating processes and systems

Session 17: Difficult Conversations (Part 2) – Your Communication Style

- ✓ Define your personal communication style
- ✓ Learn the art of direct conversations
- ✓ Understand the principles of the probation period

Session 18: Review & Planning Session

- ✓ Review your progress and challenges so far
- ✓ Review quarterly goals and set new ones

Ongoing: Future Leaders Masterclass Sessions

- ✓ Ongoing monthly Masterclass Sessions, reviewing and refining one topic each month
- ✓ Focus on the implementation of what you are learning, sharing strategies and challenges for the real world of leadership
- ✓ Deepdive into the leadership mindset as you develop your career
- ✓ Every 3 months: Review quarterly goals and set new ones

How To Join The Academy

Dates and Sessions

Please ask us for the times and dates of the next Future Leaders Academy group. We have an average of 10 future leaders per group.

All sessions are 2.5 hours, held once a month via Zoom. Attendees will also need to set aside up to 1.5 hours per month to work on set homework.

This is an ongoing monthly programme, and there is no contractual obligation. Attendees continue the programme for as long as you're seeing the value in your leadership development.

Investment

The investment for the development of your future leaders is:

£299 + VAT per month

£199 + VAT per month for each additional person from the same business

The fee is billed monthly via GoCardless. We require one month's notice for finishing the programme.

How To Join

Please register your team members at this link:

thebusinessgrowthagency.actioncoach.co.uk/future-leaders-registration

If you have any questions or would like to chat through the programme, please email Dan Crompton at dancrompton@actioncoach.com to arrange a call.

