



Programme on

**LEADERSHIP &
ORGANISATION
DEVELOPMENT**

January 4-8, 2010



BACKGROUND

Organisations today are confronted with much turbulence in their environment and impatience among their people. Managing people and leading them to a vision that is appropriate for the emerging environment is therefore an important priority for all organisations. The crucial question, therefore, is the development of the organisation so as to enable it to manage the interface among the various departments within the organisation as well as between the organisation and the environment. The Programme on ***Leadership and Organisation Development*** is designed for helping senior executives to develop the skills and competencies required for providing leadership to subordinates vis-a-vis planned change and interface management.

OBJECTIVES

The objectives of the Programme are :

1. To help participants understand and appreciate the concept and methodologies of leadership and organisation development.
2. To enable the participants develop skills and competencies for managing individuals, teams and change in the organisations.

PROGRAMME CONTENT

The contents of the programme include the following among others.

- ▶ Understanding Leadership
- ▶ Emotionally Intelligent Leadership
- ▶ Communication Skills for Leadership
- ▶ Group Dynamics and Team Building
- ▶ Conflict Management and Negotiation skills
- ▶ Leadership and Creativity
- ▶ Leading the Change
- ▶ Organisation Development
- ▶ Organisation Culture Building
- ▶ Time Management and Stress Management

LEARNING TECHNOLOGY

The Programme is designed to facilitate experiential learning through interactive sessions which are organized around case studies, group activities, discussions, psychological instruments and exercises etc.

PARTICIPANT LEVEL

The Programme is meant for senior and middle level executives of public sector, private sector and government organizations, both in the functional as well as in human resources area.

Organisational sponsorship is essential.

VENUE

The Programme is fully residential and the participants will be accommodated in single air-conditioned rooms in the Bella Vista or the College Park Campus of the College at Hyderabad. The College does not provide accommodation for the family. Transport between Airport / Railway Station and Campus will be arranged by the College.

DURATION

The Programme duration is from **Monday, January 4, 2010 to Friday, January 8, 2010**. The participants are expected to arrive a day before the commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Rs.30,000/- (US \$ 950 if foreign) plus Service Tax @ 10.30% per participant will be charged to cover tuition, board and lodging, courseware and other facilities of the College including Internet usage. Local participants not availing hostel accommodation will be given a discount of Rs.1,000/- per day for the duration of the programme.

A concession of ten per cent is given to the second nominee and onwards. A ten per cent concession is also given to a woman participant, either as a lone nominee or by treating her nomination as a first nominee in a group of nominations.

The College is exempted from Income Tax, and hence TDS should not be deducted

LAST DATE FOR NOMINATION

The nomination form duly filled in along with the Demand Draft made out in favour of "**Administrative Staff College of India**" payable at Hyderabad should reach the **Programmes officer** by **December 21, 2009**.

LAST DATE FOR WITHDRAWAL

December 28, 2009. Any withdrawals after this date will entail forfeiture of fee paid.

ASCI ALUMNI ASSOCIATION

Participants of College Programmes will automatically become members of ASCI Alumni Association.

CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on conclusion of the Programme.

Programme Director

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