



Programme on

Personal Growth for Effective Leadership

February 8-12, 2010



Administrative Staff College of India

The Programme

Leadership means influencing others & the only way to influence others is through a complex and inter-related set of behaviours and abilities. Some of these include: anticipating the future, inspiring followers to embrace a new vision or set of ideas, developing them to be leaders and guiding them to become a community of learners. The programme on “**Personal Growth for Effective Leadership**” is designed to facilitate personal insights into your own leadership competencies and find a way for their further development. We believe that leadership can be learned and the door to development is locked with the key on the inside..

Programme Objectives

To enable the participants learn various competencies to become an effective leader.

Programme Contents

The contents of the programme include the following among others:

- Insight into self
- Transformational Leadership Competencies
- Emotionally Intelligent Leadership
- Conflict Management and Negotiation Skills
- Team Building
- Interpersonal Effectiveness
- Transactional Analysis
- Effective Communication and Listening Skills
- Managing Stress, Health and Emotions
- Time 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, exercises etc.

Participant Level

The Programme is meant for senior and middle level executives of private sector, public sector and government organizations. The programme will also be useful for HR professionals and trainers.

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, February 8, 2010** to **Friday, February 12, 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 **January 25, 2010**.

Last Date For Withdrawal

February 1, 2010. 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

Prof. Vikramaditya Duggal

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