COMPETENCY-BASED CERTIFICATES

Powered by Leading Edge Learning^SM

CERTIFICATE IN LEADERSHIP

Example Certificate

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Written & Delivered By:

Customizing Your Certificate

Peregrine provides you with a portfolio of online, self-paced modules that you can use to easily create comprehensive certificate programs to meet the needs of your industry partners and workforce. Simply identify the certificate programs that align best with your needs and the Peregrine team will help you build your custom certificate from our selection of online cross-disciplinary modules.

There is no cost for adding our customizable certificate programs to your catalog of industry and workforce education offerings. We will work with you to determine the cost and create a revenue share agreement to help you generate additional revenue for your institution.

Certificate Program Delivery

You have the option of delivering the modules you select in an asynchronous, synchronous, or blended format. The modules are set up for asynchronous; however, you may want to include additional time for in-person time focused on discussion and practical workplace application.

For-credit Certificate Programs

The certificate programs you configure with the Leading Edge Learning^{SM} modules could be offered either for not-for-credit or for-credit. In addition, the Leading Edge Learning^{SM} modules are identified by learner hours, which could be translated into module time-on-task. For example, when using the guidelines of the Carnegie unit for determining semester credit, a total of 45 hours is required for one semester credit. There may be institution and programmatic accreditation requirements that you will need to consider.

Prior Learning Assessment

You can also use Prior Learning Assessment (PLA) to award credit towards specific modules, just as you would for other prior learnings and other transfer credits. Not every participant will want to apply the certificates towards credit hours and degree programs, but the option exists.

EXAMPLE: CERTIFICATE IN LEADERSHIP

Recommended Modules

The following Leading Edge Learning^{SM} modules are available in any combination for a *Certificate in Leadership*.

- Emotional Intelligence: Leading with Self-awareness 12-15 learner hours
- Emotional Intelligence: Mental Toughness and Resilience 12-15 learner hours
- Leadership Communication 3-5 learner hours
- Leadership Foundations 25-30 learner hours
- Leadership in the Stages of Team Development 3-5 learner hours
- Leadership Styles 3-5 learner hours
- Leading Change 3-5 learner hours
- Leading Organizations 55-60 learner hours
- Leading the Leaders 3-5 learner hours
- Speaking Pro 12-15 learner hours

Emotional Intelligence: Leading with Self-awareness 12-15 learner hours

Emotions are the invisible hero of both success and failure in the workplace. It is up to you how emotions will influence your creativity, ability to achieve goals, and the quality of your work. Emotional Intelligence (EI) is a master skill that can be learned and developed. Higher emotional intelligence in a crisis will balance mental and emotional resilience that positively impacts employee performance. This module gets to the heart of emotional intelligence in the workplace, explains its importance, and through a collection of science-based emotional intelligence exercises, provides practical tools for helping yourself and others.

Learning Outcomes
- Recognize the impact of workplace emotions and how leaders can benefit from emotional intelligence.
- Describe the methods for building new neural structures and networks.
- Assess and increase levels of your own emotional intelligence.
- Manage your own emotions more effectively at work.
- Discuss the link between your thoughts, feelings, emotions, and behaviors.

- Discover how to take control of your own relationships at work and how to create beneficial partnerships.
- Discover ways of working with emotional intelligence to drive your team to outstanding performance.
- Develop true empathy, which will increase your influence and the ability to be more supportive.
- Communicate your needs and emotions, listen effectively, and improve the quality of
- your relationships.
- Use science-based positive psychology exercises and techniques in the workplace.

Emotional Intelligence: Mental Toughness and Resilience 12-15 learner hours

Mental toughness and resilience are becoming scarce commodities in leadership today. You can practice mental toughness and become more resilient to lead others more effectively through the VUCA times. Mental toughness and resilience on an individual level, first and foremost, requires self-awareness and self-management, so managing others and building resilient teams and organizations can happen later. This module helps develop the learner's knowledge and skills essentials for mental toughness and resilience, mental training interventions, stress management techniques, and building resilient teams.

Learning Outcomes
- Describe potential challenges that leaders face and responsibilities of running a business in a VUCA environment.
- Identify leadership skills, approaches, and behaviors necessary to face the four VUCA threats and build long-term resilience.
- Explain how prolonged exposure to stress over months and years influences health and performance.
- Understand and give examples of VUCA Prime — the antidote to VUCA.
- Compare and contrast differences and similarities between mental toughness and resilience.
- Identify eight typical behaviors of high and low levels of mental toughness.
- Identify 15 habits of mentally tough leaders.
- Identify the connections between your personal beliefs and emotional consequences in your role as a leader.
- Identify strategies aimed at changing your personal response to stress.
- Explain how the mental toughness 4C Model works.
- Identify good leadership practices for mental health and resiliency in teams and organizations.

Leadership Communication 3-5 learner hours

Rising to the challenge of leadership has so much to do with your ability to communicate clearly and effectively. Whether introducing new directives, setting standards, or pursuing goals, the ability to connect, engage, and convey a message can make all the difference in your success. The principles of leadership communications are useful not only for improving workplace output and connection, but also for bringing increased happiness and satisfaction throughout your life.

Learning Outcomes
- Describe the importance of communication for effective leadership.
- Apply a proper communication medium for different situations.
- Give and receive feedback in a professional setting.
- Demonstrate techniques for communicating non-defensively.
- Differentiate between different modes of communication.
- Prepare and deliver effective presentations.
- Identify the potential barriers to effective communication and employ active listening to overcome these barriers.

Leadership Foundations 25-30 learner hours

The importance of leadership in our 21st Century world cannot be understated. Leadership is what differentiates successful organizations from failing ones. It is also what distinguishes the more successful individuals from others. The purpose of this module is to focus on the BE, KNOW, and DO foundations of leadership. The character of the leader is the BE dimension, the values and attributes that define the leader. The leader must also understand the technical and people skills, the KNOW dimension. The leader must then exemplify their values and put their knowledge into action, the DO dimension of leadership.

Learning Outcomes
- Define leadership.
- Model the values and attributes of leadership.
- Develop people skills of effective leadership.
- Maintain ethical standards.
- Apply strategies for leading change.
- Conduct performance management reviews.
- Practice strategies for developing others as leaders.
- Practice inspirational leadership.
- Implement strategies for building an enduring leadership legacy.

<u>Leadership in the Stages of Team Development 3-5 learner hours</u>

Do you have team issues? The most helpful thing you can do to solve those team issues is to understand the five stages of team development. Once you understand the stages of team development, you can identify what your team needs to perform its best. In this module, you will learn the Tuckman Model stages of team development and how to lead your team in each stage more effectively.

Learning Outcomes
- Understand Team Formation and Team Life Cycle.
- Know the Tuckman Model.
- Understand the values and attributes of leadership.
- Know the power of positive expectations.

<u>Leadership Styles 3-5 learner hours</u>

Whether you are leading a meeting, a project, a team, or an entire department, you should consider identifying with or adopting a defined leadership style based on the situation, the people involved, and the culture of the organization. Most professionals develop their own style of leadership based on factors like experience and personality, as well as the unique needs of their organization and its organizational culture. In this module, you will learn the different styles of leadership, the advantages and disadvantages of these styles, and when to use the different styles to aid you in becoming the most effective leader you can be.

Learning Outcomes
- The different styles of leadership and when to use each style.
- Situational leadership styles.
- The directing-participative-delegating styles of leadership.
- Management Grid Self-Assessment and how to apply the results.

Leading Change 3-5 learner hours

Being able to lead your teams through change is one of the most important talents today's leaders can have. Change is what leads to growth and innovation and yet, for many of us, change can be hard. This is increasingly true in today's world, where change barrels at us full speed, often before we have even caught up with whatever happened last. This module helps leaners understand how to lead through change in a way that soothes fears and keeps their workplace thriving. They learn tools for changing resistance to excitement, for keeping a team inspired about the change, and for understanding and minimizing the barriers that keep people from embracing change.

Learning Outcomes
- Define what change is and why change is important in leadership.
- Recognize the common barriers to change.
- Lead to overcome the resistance to change.
- Use the change survival guide for change management.
- Apply strategies for keeping a team inspired through a change initiative.
- Apply John Kotter's eight-step process for effective change management.

Leading Organizations 55-60 learner hours

The successful transition to executive-level leadership is essential to lead organizations in today's global environment. This 8-unit program will help you complete this transition by further developing you as an organizational leader. The program covers responsibilities for strategic leadership, organizational planning, governance, the workforce, customers, organizational performance, quality, and culture. Each unit in the 8-unit program is approximately 4-6 learner hours and can be completed independently or in sequence. Collectively, the program reviews the key elements of the Baldrige Performance Excellence Framework.

Learning Outcomes
- Perform organizational leadership activities.
- Apply corporate governance procedures.
- Conduct strategic planning.
- Establish and maintain a customer focus.
- Conduct workforce engagement activities.
- Conduct organizational performance management activities.
- Establish and maintain an ethical culture.
- Perform continuous quality improvement activities.

Leading the Leaders 3-5 learner hours

This module is for those who are looking to step into the highest tier of leadership, where they are leading others like themselves and inspiring them to lead others in turn. In this module, learners delve into the principles of higher leadership, look at practical applications of leadership, and gain tools for working with people and inspiring yourself and others. One important aspect of this level of leadership is mentoring, and they go into detail on preparing the next generation of leaders through mentorship.

Learning Outcomes
- Explain the traits needed to be an effective high-level leader.
- Describe the use of recognition and positive feedback to develop others.
- Lead yourself and other leaders through self-assessments.
- Coach other leaders though common workplace problems.
- Conduct effective performance management reviews.
- Explain what is needed for a successful mentoring relationship.
- Develop a strategy to create a leadership legacy.

Speaking Pro 12-15 learner hours

Speaking Pro module is an elite program for using your VOICE to develop INFLUENCE and become a respected and highly paid communicator, speaker, coach, entrepreneur, executive, or expert. Speaking Pro is designed to help individuals use VOICE, and the Roger Love method to become master presenters and influencers, overcoming the fear of public speaking, and creating authentic and self-confident communications. Learning these skills will have a positive impact on both your personal and professional life. The module covers online speech training, as well as physicality and mindset. You will learn to influence and present in multiple situations to achieve your desired outcomes. Speaking Pro will set you up for success from one-on-one communications to online meetings, podcasts, webinars, lectures, conferences, and speeches.

Roger Love is recognized as one of the world's leading authorities on voice. He has vocally produced more than 150 million-unit sales worldwide, written three top-selling books, created multiple bestselling videos and online programs, and appeared as a regular in four major network television shows.

Learning Outcomes
- Identify technological, physical, and mental needs of various communication scenarios.
- Distinguish how to classify types of audiences and how to adjust communication styles to be appropriate for all types of presentations.
- Recognize the use of effective tools and physical/visual management of stage presence for presentations.
- Examine ways to enhance on-camera performance using appropriate audio and video technical components.
- Interpret preparation techniques for preparation for media interviews.
- Distinguish the use of vocal efforts in different networking scenario.