

# Who We Are

Since 1996, we have established ourselves as the trusted and leading authority in life skills training and development.

We partner with global institutions to deliver top-class, evidence-based solutions across Asia from leadership development, personality profiling, coaching to personal mastery. To date, we have transformed over 500,000 lives in the region.

## Our Services

- Professional Certifications
- Customised Learning Journeys
- Executive & Career Coaching
- Award-Winning Leadership Assessment Tools
- Blended Learning Management Solutions (LMS)

## Our Solutions

- Personal, Team & Organisational Development
- 360 Leadership Assessment Tools
- Personality Profiling Tools
- Resilience & Stress Management
- Hiring, Recruitment & Talent Management
- Team Cohesiveness



### Validated, Accurate And Reliable

All tools are research-based with international statistical analysis reports



### Personalised Assessment Tools

All workshops come with an individual assessment to measure one's personal leadership effectiveness



### Customised Solutions To Your Needs

We tailor programmes and solutions that are right for your organisation



### Train-the-Trainer & Certification Options Available

Leverage on your training and build the skills to start developing others



### Blended Learning Management Solutions

End-to-end online learning platform for organisational training



### Post Support & Coaching

Continuous support and interventions for leadership sustainability and growth

For solutions on personal, team and organisational growth and development,  
email to: [enquiry@lifeskillsinstitute.sg](mailto:enquiry@lifeskillsinstitute.sg) or call us at: +65 6346 1455



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## 360 ASSESSMENT



### The Extraordinary Leader™

Assess your leadership effectiveness through an award-winning and research-based 360-feedback assessment process. Measure the 19 leadership competencies that differentiate the good from the extraordinary. Suitable for middle to senior level leadership.

#### Learning Outcomes:

- Understand the significant on-the-job performance differences between good and great leaders
- Discover which existing leadership strength to enhance to become an extraordinary leader
- Adopt a unique cross-training approach to construct a customised leadership development plan



### The Extraordinary Performer™

This workshop will provide any individual contributor in an organisation the motivation and tools to increase their ability to contribute. Experience the 360-feedback assessment to understand key factors that will drive extraordinary job performance and create personal career satisfaction.

#### Learning Outcomes:

- Learn about the 19 differentiating competencies that distinguish the highest performing individuals from the rest
- Understand how individual careers follow a progression of stages that allow people to contribute in different ways over time
- Receive peer feedback and coaching around their plans in preparation for development discussions with their managers



### The Leadership Challenge®

A highly interactive experience that surrounds The Five Practices of Exemplary Leadership. This workshop builds leadership capabilities and sharpens one's ability to mobilise others. Experience the 360-assessment tool that measures one's leadership behaviours and learn to act on these discoveries.

#### Learning Outcomes:

- Identify one's own unique strengths and weaknesses based on The Five Practices of Exemplary Leadership
- Discover personal blind spots that may hinder one's development as a leader
- Craft a personalised leadership development plan for immediate application to current organisational challenges

## LEADERSHIP SOLUTIONS



### The Extraordinary Coach™

Equip yourself with the skills and framework utilised by world-class coaches to drastically increase your leadership effectiveness. Coaching is a proven process to improve performance, engagement, commitment and capabilities of others.

#### Learning Outcomes:

- Learn a simple, flexible, yet powerful framework for effective coaching conversations
- Design a personalised coaching development plan
- Practice and receive feedback around how to hold an effective coaching conversation



### Elevating Feedback™

Ditch the feedback sandwich and learn to effectively handle those difficult conversations. This workshop will equip you with the skills and confidence to deliver both reinforcing (encouraging) and redirecting (corrective) feedback in an impactful manner.

#### Learning Outcomes:

- Adopt the best practices to provide meaningful reinforcing feedback
- Use the FUEL model as a framework for providing redirecting feedback
- Understand your own tendencies toward giving and receiving feedback and craft a development plan for further development



### The Inspiring Leader™

Learn the ten attributes that define inspiring leadership and build the skills to become inspiring back on the job. Discover six approaches that best leaders use to inspire others and complete your very own Inspiration Assessment to identify your preferred approach to inspiring others.

#### Learning Outcomes:

- Practice proven communication styles and receive on-the-spot feedback
- Employ specific methods to make genuine emotional connections in the workplace
- Understand the variety of ways people are inspired and develop the skills and flexibility to utilise various approaches





## DISCover the Leader in Me

The first step of becoming an effective leader starts with knowing yourself. Suitable for every phase of leadership, learn how individuals are motivated differently through the DISC Personality System and learn to tap on each individual's unique strengths.

### Learning Outcomes:

- Learn about the four dimensions of personality and about the strengths, limitations, and motivations of each style
- Identify your own leadership style and how to capitalise on your strengths
- Learn about group dynamics and how to lead teams with diverse personalities



## Leadership Speed™

Business is moving faster than ever and leaders at all levels need to know how to pick up the pace. Executing fast and right dramatically improves one's leadership effectiveness. This workshop incorporates the needs of the organisation to improve your capabilities.

### Learning Outcomes:

- Learn how speed and quality impact leadership effectiveness
- Learn companion behaviours that improve your leadership speed
- Create a development plan using cross-training principles to maximise benefit



## Leadership Levers™

Learn about the six leadership competencies that are absolutely critical for a leader's success. Learn what energises you and gain a clear action plan to build upon your strengths. These levers have both the power and simplicity to generate tangible business results.

### Learning Outcomes:

- Connect your strengths and what energises you to the needs of the organisation
- Create a development plan focused on becoming highly proficient at one of the Leadership Levers
- Adopt a cross-training approach to increase your leadership capabilities



## Manager to Leader

Aimed at working managers, this workshop equips you with realistic leadership practices through bite-sized learning pieces. Understand the difference between what it means to manage and lead and accelerate your transition through immediately applicable leadership skills.

### Learning Outcomes:

- Understand the fundamental principles of leadership
- Learn practical leadership skills for immediate application in the workplace
- Understand your unique leadership strengths and design a personal development plan



## Manager as a Mentor

The workshop aims to provide practical and speedy handles to theoretical truths for selected leaders who intend to mentor in any area of their serving. These are handy insights and practices that are easy to use and implement along the mentoring journey.

### Learning Outcomes:

- Understand the qualities of an influential and impactful mentor
- Understand the basic Do's and Don'ts of mentoring
- Learn to give direct, constructive feedback that contributes to the mentoring relationship



## Manager as a Counsellor

This workshop equips managers with the skills to engaging in empathetic counselling conversations. A range of counselling skills, reflective tools, intervention techniques that are highly valued in organisational and personal life situations will be shared through case studies. This course enables manager/supervisor to engage in a relationship that is enriching and supportive.

### Learning Outcomes:

- Learn the basic counselling conversation and intervention for loss, conflict in relationship, and anger management
- Assess every situation and help to develop strategies and plans to move ahead
- Learn the Do's and Don'ts and myths surrounding counselling

## TEAM COHESIVENESS



### The Five Behaviours™, Cohesive Team

This workshop has a simple goal: To facilitate a learning experience that helps people discover what it takes to build a truly cohesive and effective team. Equip yourself with the five behaviours and craft concrete steps of where the team needs to focus its energy moving forward.

#### Learning Outcomes:

- Complete the team assessment to identify how your team is performing based on the five behaviours
- Discover how effective communication and objective feedback can transform your team's culture
- Learn to build trust, master conflict, achieve commitment, embrace accountability and focus on results



### The Five Behaviours™, Personal Development

This workshop redefines teamwork and collaboration by teaching individuals about the five behaviours to become better teammates. Participants can adopt the powerful principles, shape behaviours, and create a common language that empowers teams to rewrite what it means to work together.

#### Learning Outcomes:

- Learn about the foundational behaviours that build a cohesive team
- Establish a common language to promote teamwork back in the organisation
- Learn the critical behaviours and interpersonal skills needed to be an effective team player



### Knowing Me, Knowing You

Based on the DISC Personality System, build upon yourself-awareness and communication skills to foster effective relationships with others of a different style. Start understanding and reading others better and master what it takes to be a high performing team.

#### Learning Outcomes:

- Identify your own personality style and tackle the vast question of “Who Am I?”
- Learn to communicate and relate better with someone of a different style
- Learn to apply DISC in your personal and professional life

## PERSONAL MASTERY



### 3Ms' Approach to Goal Setting

This workshop aims to enable you with a holistic approach to setting goals. Learn what constitutes to successful goal setting through Locke and Latham's research and evidence-based goal setting theory.

#### Learning Outcomes:

- 4 steps formulas to setting smarter goals
- Help team members to achieve goals through building self-efficacy
- Coaching techniques to support those around you to increase commitment in their goals



### Managing Stress, Building Resilience

Identify the common stressors in your life and empower yourself with key stress management techniques to overcome them and thrive. Adopt good habits that build resilience and lay the foundation that helps you flourish in difficult times.

#### Learning Outcomes:

- Defining stress – the good, the bad, the ugly
- Learn the six steps to manage stress and create a cycle of success for yourself
- Develop strategies to build your resilience capacity



### Career Discovery

Career discovery starts with a knowing of self and ends with actionable steps to lead you to the big, '**What's Next?**'. This workshop takes you on a journey of self-discovery to find your career sweet-spot and guides you through the decision and transition process.

#### Learning Outcomes:

- Appreciate your strengths through your personality, values, skills, and passions to identify your career sweet-spot
- Discover what it means to be happy at work and craft out a plan to achieve career goals
- Consider when and how you can be ready to make these important career choices

# Leadership Roadmap

LEADING SELF	LEADING OTHERS	LEADING MANAGERS	LEADING FUNCTIONS
Individual contributors, emerging leaders	Leaders of individual contributors	Leaders of managers and/or senior professional staff	Leaders who lead organisational functions or divisions
The Extraordinary Performer™		The Extraordinary Leader™	
		The Leadership Challenge®	
		The Extraordinary Coach™	
		The Extraordinary Feedback™	
		The Inspiring Leader™	
	DISCover the Leader in Me		
		Leadership Speed™	
Leadership Levers™			

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Manager to Leader			
Manager as a Mentor			
Manager as a Counsellor			
	The Five Behaviours™ Team Development		
The Five Behaviours™ Personal Development			
Knowing Me, Knowing You			
Managing Stress, Building Resilience			
3Ms' Approach to Goal Setting			
Career Discovery			