

ABOUT YOUR PRESENTER



John Allen Lemmon, PhD, develops and delivers training through Lemmon Mediation Institute, including the Leadership Certificate. Participants include business leaders, attorneys, family business members, and others interested in resolving workplace conflicts and developing skills to lead organizations.

Dr. Lemmon is the founding editor-in-chief of **Mediation Quarterly**, named Best New Journal by the Professional and Scholarly division of the Association of American Publishers, and was the model for the Yale School of Management's **Family Business Review**. His books have been adopted internationally as texts in professional programs. He is presently completing a book on how to use negotiating techniques to meet organizational as well as personal goals.

Dr. Lemmon is a faculty member at Dominican University of California and serves as Director of the Leadership Certificate program through Dominican's Institute for Leadership Studies. Contact him to discuss the program.

QUESTIONS?

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INSTITUTE FOR LEADERSHIP STUDIES

Dominican University of California's Institute for Leadership Studies (ILS) is a center for leadership development. Its programs seek to facilitate positive individual, organizational and societal change, engaged citizenship, and socially responsible leadership.

Through leadership education and training, research and consulting services, public forums and community service projects, the Institute serves individuals and organizations.

TUITION

The certificate's tuition is \$2400. An additional \$100 discount will be offered for each of the following:

- Early Bird Discount: Individuals who register on or before September 4, 2009.
- Group Discount: Two or more concurrent registrants in the complete certificate.
- Tuition for Not-For-Profit Organizations is \$1,800 (The other discounts do not apply).

Refunds available upon written request only, and must be received at least two weeks prior to the beginning of the certificate start date. For missed sessions, tuition or portions thereof can be applied to the next Leadership Certificate offering.

TO REGISTER

www.dominican.edu/PACE
For registration questions, please e-mail sbaker@dominican.edu or call ILS at 415-485-3737.

LEADERSHIP CERTIFICATE FALL 2009 COURSE DATES:

September 19
Leading Strategically

October 3
Building & Leading Teams

October 17
Leading by Resolving Conflict

October 31
Leading by Leveraging Global Diversity

November 14
Leading by Persuading in Print

December 12
Leading by Persuading in Person



**DOMINICAN
UNIVERSITY**
of CALIFORNIA

INSTITUTE for
LEADERSHIP STUDIES

Advancing the study, teaching, and practice of effective, ethical leadership in our world.

50 Acacia Avenue
San Rafael, California 94901

www.dominican.edu/leadership

LEADERSHIP CERTIFICATE

This leadership development program offers valuable techniques for every stage of your career, whether you are assuming a leadership role or planning an exit strategy. Limited enrollment means you can tailor the topics to get your questions answered and follow up issues vital to your organization.

While each of these six one day courses can be taken separately, the Leadership Certificate can be earned only by completing them all.

LEADING STRATEGICALLY

Leadership is doing the right things. How do you determine what the right decisions are, and then how to proceed? What models for daily as well as long-term planning work best? How can you learn from the procedures effective leaders employ to gain information when facing challenges? When should you take a “First Hundred Days” approach, and when does delaying decisions as long as possible make sense?

BUILDING AND LEADING TEAMS

What are the most effective ways to build successful teams in the workplace? What roles do leaders and team members play in reaching team goals? How do new multi-disciplinary team models increase innovation? How can virtual teams succeed? What are proven methods for reducing conflict within and between teams so leaders can reach organizational goals?

LEADING BY RESOLVING CONFLICT

What choices do leaders have when addressing conflict within the workplace as well as disputes between their organizations and others? How can you match the best role from the conflict resolution continuum to a particular dispute? How can negotiating successfully resolve present conflicts as well as reduce future issues? What opportunity does the leader as mediator—a frequent though informal role—have to meet organizational goals? What techniques work?

LEADING BY LEVERAGING GLOBAL DIVERSITY

In what ways can leaders encourage a globally inclusive organization? What are the dimensions of culture? How can you increase your self-awareness about your own cultural style in order to model cultural competence for those you lead? What are specific aspects of leadership in multicultural organizations?

LEADING BY PERSUADING IN PRINT

Leaders know that their writing represents them and their organization. How do you establish the right style for each document while conveying your distinctive voice? When does humor persuade and how must it be tailored for print? Where does your paper trail end in the Internet age? What techniques help you to reach the reader, whether within or beyond your organization?

LEADING BY PERSUADING IN PERSON

Effective leaders are persuasive in person, whether one-on-one, in meetings, or giving a speech or presentation. Today’s leaders persuade rather than simply issue orders. What are “Do’s & Don’ts” of communicating in person? What techniques can you use before starting to speak? How do leaders learn to be persuasive under pressure and even change the conversation to meet organizational goals?

ADDITIONAL TOPICS

Addressing the challenges of today’s economic environment, additional topics will be discussed such as:

- How can you lead with limited resources?
- How can you stay motivated and be a role model for the organization?
- How you can heighten your perception of what others require to “follow” you?
- How do you “re-invent” yourself to meet what are unprecedented times while remaining an authentic leader?

INDIVIDUAL COACHING

- Included in Certificate tuition: Participants will be able to benefit from personal consultation by Dr. Lemmon by phone and/or e-mail to address specific leadership challenges.