



# Leadership Development Program

Many manufacturing employees are promoted from operators to lead and supervisor positions but are not given / taught the soft skills to succeed. Sometimes the result is not only the loss of a good operator by moving them into the leadership role, but if that employee struggles in their new role it can cause dissatisfaction for that employee and the employees who they are responsible for leading. Ultimately that can lead to employee turnover.

This program will consist of 6 essential classes for new leaders. The course will be delivered in 4 hour increments, **every Wednesday, July 8th - August 12th, 2026**. The topics are listed below with a course description and class dates on the following page.

- Session 1: New Leader Essentials (July 8th)
- Session 2: Effective Communication (July 15th)
- Session 3: Conflict Resolution (July 22nd)
- Session 4: Employee Development (July 29th)
- Session 5: Time Management (August 5th)
- Session 6: Change Management (August 12th)

#### Who Should Attend:

Recently promoted employees who are leading others (new line or cell leads, supervisors, engineers) or anyone aspiring to move into a leadership role in the future.

**EVENT TIME**  
8:00 am - 12:00 pm

**\$1,500**  
per person  
(for all 6 sessions)

**WHERE**  
Arizona Commerce  
Authority  
100 N 7<sup>TH</sup> Avenue  
Phoenix, AZ 85007  
  
First Floor  
Conference Center

Register at <http://bit.ly/AZMEPLeadershipDevelopmentProgramApril2026>

**ARIZONA**  
MANUFACTURING  
EXTENSION PARTNERSHIP

PART OF THE  **MEP  
National  
Network**

# Leadership Development Program

Honing Your Skills As A Leader

Below is the overview of each sessions' topics. All classes will be held at the Arizona Commerce Authority First Floor Conference Center.

**July 8, 2026**

## **Session 1: New Leader Essentials**

- Leadership challenges
- Leadership styles
- Supervising employees
- 21st century leadership

**July 15, 2026**

## **Session 2: Effective Communication**

- What is effective communication?
- Clarity vs Precision
- Introduction to Emotional Intelligence
- Active listening techniques
- Applying tone, clarity and credibility to create trust
- Leading Meetings

**July 22, 2026**

## **Session 3: Conflict Resolution**

- Understanding conflict
- Conflict Styles
- The Role of Power and Identity
- Leading through discomfort
- Conflict as a catalyst for growth

**July 29, 2026**

## **Session 4: Employee Development**

- Building trust, accountability, and psychological safety
- Shared ownership, delegation and empowerment
- A culture of problem solving
- Performance Reviews

**August 5, 2026**

## **Session 5: Time Management**

- Learning to Prioritize
- Saying NO with purpose
- Systems and Planning
- Delegation and Team Flow
- Leading by example

**August 12, 2026**

## **Session 6: Change Management**

- The psychology of change
- Leading through change together
- Transparency in communication
- Managing up, down and across during change
- Navigating team dynamics during transition