



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 week, January 7th - February 11th, 2026**. The topics are listed below with a course description and class dates on the following page.

- | | |
|------------|--|
| Session 1: | New Leader Essentials (January 7th) |
| Session 2: | Effective Communication (January 14th) |
| Session 3: | Conflict Resolution (January 21st) |
| Session 4: | Employee Development (January 28th) |
| Session 5: | Time Management (February 4th) |
| Session 6: | Change Management (February 11th) |

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 7TH Avenue
Phoenix, AZ 85007

First Floor
Conference Center

Register at <http://bit.ly/AZMEPLeadershipDevelopmentProgramJan2026>

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.

January 7, 2026

Session 1: New Leader Essentials

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

January 14, 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

January 21, 2026

Session 3: Conflict Resolution

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

January 28, 2026

Session 4: Employee Development

- Building trust, accountability, and psychological safety
- Shared ownership, delegation and empowerment

February 4, 2026

Session 5: Time Management

- Time vs Energy
- Saying NO with purpose
- Systems and Planning
- Delegation and Team Flow
- Leading by example

February 11, 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
- Leadership as a stabilizing force