



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, April 14th - May 19th, 2026**. The topics are listed below with a course description and class dates on the following page.

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|------------|--------------------------------------|
| Session 1: | New Leader Essentials (April 14th) |
| Session 2: | Effective Communication (April 21st) |
| Session 3: | Conflict Resolution (April 28th) |
| Session 4: | Employee Development (May 5th) |
| Session 5: | Time Management (May 12th) |
| Session 6: | Change Management (May 19th) |

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/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.

April 14, 2026

Session 1: New Leader Essentials

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

April 21, 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

April 28, 2026

Session 3: Conflict Resolution

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

May 5, 2026

Session 4: Employee Development

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

May 12, 2026

Session 5: Time Management

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

May 19, 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