

SEHG IN-PERSON WORKSHOP SERIES

Leadership Development for Women

Instructor-Led Workshop · Facilitator Kit

Complete facilitator kit for delivering the SEHG Leadership Development for Women workshop on site — training manual, instructor guide, slides, icebreakers, quick-reference sheets, and completion certificates.

WHAT'S IN THIS KIT

01 · Training Manual (participant workbook)

02 · Instructor Guide (facilitator script & timings)

03 · Icebreakers & Activities

04 · Presentation Slides

05 · Quick Reference Sheets (takeaway)

06 · Certificate of Completion

SEHG-CD-5262 · IN-PERSON WORKSHOP KIT

synergyeducationholdings.com

Leadership Development for Women

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About This Workshop

Women's leadership has consistently proven to be a powerful force for positive change in the world, with female leaders sharing unique skills, strengths, and perspectives that are essential for creating a more equitable society. Despite the advancements of female leadership over the years, women continue to face numerous challenges in leadership positions, including gender stereotypes, bias, and underrepresentation. Understanding the importance of women's leadership is not only a matter of justice and equality, but also a critical step towards creating a better, more inclusive world for everyone. Today, women are stepping up and making their voices heard, while breaking down barriers and shattering glass ceilings along the way. The Leadership Development for Women course will provide participants with the tools to navigate challenges, gain confidence to lead, and motivate future generations. Additionally, participants will gain knowledge on the value of networking and mentoring for inspiring others to recognize their full potential as leaders. By empowering women leaders, we are not only creating a more equitable society, but we are also uncovering capabilities that will help to fuel business growth and innovation.

Career Development course: Leadership Development for Women.

Workshop Objectives

- Understand the value of women's leadership
- Identify common gender-based barriers
- Recognize the presence of bias against women in leadership positions
- Explore strategies and tools to gain confidence to lead
- Navigate common leadership challenges
- Identify the power of leadership networking

Format & Delivery

- Instructor-led session, delivered on site or SEHG-hosted
- Includes participant workbooks, activities, and takeaway reference sheets
- Every participant receives an SEHG Certificate of Completion
- Pairs with the SEHG online Leadership Development for Women course for pre-work and reinforcement

Preparing & Delivering the Workshop

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Before the Workshop

- Review the Instructor Guide end to end — timings, scripts, and activity setup
- Print one Training Manual and one Quick Reference Sheet per participant
- Load the Presentation Slides and test the projector, audio, and clicker
- Choose 1–2 icebreakers from the kit that fit the group size and room
- Prepare blank Certificates of Completion for sign-off at close

Checking Out the Venue

- Adequate seating with clear sight lines to the facilitator and screen
- Projector compatibility, cables, and extension cords tested in advance
- Lighting that lets participants see you, their notes, and the screen
- Space for group activities, plus a table for handouts and materials

Closing the Session

- Recap the workshop objectives and each participant's key takeaway
- Distribute the Quick Reference Sheet as the on-the-job takeaway
- Present the SEHG Certificate of Completion to each participant
- Point participants at the paired SEHG online course for reinforcement

Book this workshop

Contact your SEHG program advisor to schedule this workshop for your team, or add it to any SEHG learning program as the in-person option.

SYNERGY EDUCATION HOLDINGS GROUP

Certificate of Completion

This certificate is proudly presented to

for successfully completing the SEHG in-person workshop

Leadership Development for Women

Awarded this ____ day of _____, 20__

Facilitator Name & Title



Synergy Education Holdings Group