



Knowledge, Skills and Abilities Covered in SLP

PERSONAL STYLE

- Knowledge of his/her personal style of leadership
- Ability to be flexible and adaptable in his/her personal style when relating to others

GIVING / RECEIVING FEEDBACK

- Knowledge of techniques for giving and receiving feedback
- Ability to give effective feedback and receive constructive criticism

TIME MANAGEMENT SKILLS

- Knowledge of time management techniques
- Ability to manage his/her time effectively

PLANNING

- Knowledge of planning strategies
- Ability to use and implement planning strategies

DECISION MAKING

- Knowledge of decision-making methods
- Ability to use decision-making methods appropriately

CONFLICT RESOLUTION

- Knowledge of conflict management methods
- Ability to effectively manage conflict

NEGOTIATION / REACHING AGREEMENT

- Knowledge of negotiation concepts and processes
- Ability to effectively negotiate agreements

DELEGATION

- Knowledge of delegation principles
- Ability to effectively delegate tasks

MEETING MANAGEMENT

- Knowledge of effective meeting planning and facilitation
- Ability to effectively plan and facilitate meetings



GU COMMUNITY

- Understanding of organizational culture and the unique culture within the GU Community
- Ability to establish a network within the GU Community and influence the system

CHANGE / TRANSITION MANAGEMENT

- Knowledge of dealing with change and transition
- Ability to effectively navigate through change and transition

INNOVATION AND CREATIVITY

- Knowledge of techniques to promote innovation and creativity
- Ability to use techniques to promote innovation and creativity

EMPLOYEE MOTIVATION AND RETENTION

- Understand the importance and possibilities of motivation in the workplace
- Ability to create an environment in which employees can best motivate themselves