

1.	Name of the Institute	V.V. Giri National Labour Institute
2.	Title of the Course	International Training Programme on <i>“Enhancing Leadership Skills”</i>
3.	Proposed dates and duration of the Course in Weeks/Months	October 07-25, 2018 Three Weeks
4.	Eligibility Criteria for Participants	Officials from Government Departments, Institutions, Representatives from Employee/Employers’ organisations, Officials from industrial and service sector and other officials connected with HR/Administrative Work etc. This programme is only for foreign nationals sponsored by Ministry of External Affairs, Govt. of India. The participant should have working knowledge of English.
	a) Educational	Graduation and above
	b) Work Experience	Minimum three years of work experience in the concerned field.
	c) Target Group/ Segment	Officials from different ministries, universities, societies and other government and privates institutions.
5. a	Aim	To develop understanding, aptitude and positive attitudes on leadership among participants of Developing Countries
5. b	Objectives	<ul style="list-style-type: none"> • Share and experience various leadership styles; • Insights into the leadership dynamics of inter-personal and inter-group relations; • Develop communication skills particularly focusing on effective articulation and listening; • Acquire skills for managing and resolving conflicts at work; • Develop positive attitudes towards work, superiors, peers and subordinate; • Sharpen behavioural skills and insights for supervision, coordination and motivation to the subordinates to enhance their effectiveness; • Appreciate changing labour market and employment relations scenario in the

		<p>context of globalisation;</p> <ul style="list-style-type: none"> • Examine different systems and approaches to labour administration; • Understand the concept and use of emotional intelligence; and • Acquire knowledge for managing time effectively. <p>Enhancing conflict management skills.</p>
5. c	Justification/Rationale	<p>The organization is made up of groups of people. An essential part of management is coordinating the activities of groups and directing the efforts of their members towards the goals and objectives of the organization. This involves the process of leadership and the choice of an appropriate form of behavior. The manager must understand the nature of leadership and factors which determine the effectiveness of the leadership process. Importance of leadership does not need any over emphasis. Success of any organization is because of leadership. Even national independence, growth, prosperity and power is because of leadership. Prosperity and growth of industrial or business organization is also because of effective leadership. Eye-catching performances are achieved by many organizations through able executive leadership. Keeping in this view, the Institute has been organizing international programme on leadership skills. In addition, it is also a learning process as we share mutual leadership issues and challenges faced by different countries. This enhances the participants' as well as ours understanding of leadership with a global perspective.</p>
6.	Detailed Course Content	<p>Leadership in globalised world; Leadership dynamics; Conceptual understanding of leadership; Leadership style; Visionary leadership; Globalization and world market and labour; Motivational styles Communication skills; Developing positive attitude; Human Resource Management; Developing personal and organizational; effectiveness Conflict management; Intra and Inter Personal Relations; Stress management, leadership skills, India and its culture, emotional intelligence, personal effectiveness, goal setting.</p>

7.	Profiles/CVs of the Faculty	<p>Dr. Ramya Ranjan Patel (Course Director)</p> <p>Ramya Ranjan Patel holds Ph.D and M.Phil degrees in (Economics) from Jawaharlal Nehru University, New Delhi. He has more than 12 years of teaching experience in Delhi University. He was also involved with Indian Social Institute, New Delhi (a premier Civil Society in Special Consultative Status with the “Economic and Social Council” of the United Nations) on part time basis for the project “Implementation of Tribal Sub-Plan in Jharkhand”, and “Implementation of Tribal Sub-Plan in Odisha”. He has published Sixteen research papers (in various National and International Journals/ Edited Books) and presented, twenty five research papers in various national and international conferences and seminars, including the 2014 Land and Poverty Conference held in World Bank, Washington DC. His essay (Abundant Foodgrain Stock, Ample Foreign Exchange Reserves and Poverty: Addressing the Challenges of India’s Development Story) won 2nd prize in a National level essay competition organized by Ministry of Finance.</p> <p>He is presently involved in various training programmes on Leadership Development in V V Giri National Labour Institute.</p> <p>OTHER RESOURCE PERSONS:</p> <p>Dr. K. Tara Shankar is the Associate Dean at Asian Business School. He is responsible for overall academic administration of PGDM Course; responsible for curriculum design, teaching, continuous monitoring of faculty development and responsible for the enhancement of students’ leadership and managerial skills. His areas of interest include Organizational Behaviour, Human Resource Management, Marketing Management, Services Marketing.</p> <p>Dr. M.M. Rehman a Ph.D. in Economics, has been working in the area of education and labour issues for almost four decades. He started his</p>
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		<p>programme.</p> <p>Ms. Sapna Popli has handled roles and responsibilities of a corporate executive, a teacher, trainer, researcher and an academic administrator in more than 20 years of work experience. She is an MBA, majors in Marketing with an undergraduate degree in Mathematics (Honors).</p> <p>She has offered courses in marketing, services, strategy & marketing research at IILM. Her work has been published and presented in the areas of business education, quality in business education, customer satisfaction, learning and culture in various journals & conferences. Her current research & consulting interests are in the areas of leadership & service orientation.</p> <p>In the last 14 years at IILM, she has handled various portfolios during these years. Her current role, besides managing the postgraduate business programs, includes major responsibility for curriculum development, student development, international collaborations and partnership development.</p> <p>Prof. Sunil Bakshi is an alumni of Delhi School of Social Work from where he passed his MSW. He is also a law graduate from Delhi University. He has 30 years of experience in corporate and academic sector. He was General Manager – HR of Damas Jewellery, Dubai. He was Chief Consultant with End to End Solutions, Dubai. He is a visiting faculty to Delhi School of Economics and London School of Economics. He is presently involved in Corporate Trainings in the field of HRM, Labour Laws and Soft Skills. Presently working as Chief Executive Officer at Global Institute of Skill Development, New Delhi.</p>
8.	Expected outcome of the course	The participants gain knowledge about effective leadership and other concerned issues. They also learn various skills of leadership such as influencing skills, interpersonal skills, conflict management skills, communication skills, motivation skills, emotional intelligent skills and

		positive attitude. This helps in managing their work effectively and developing team work and better interpersonal relations at all levels.
9.	Mode of Evaluation of Performance of the ITEC Participant	The evaluation of the performance of the ITEC participants will be monitored by the Course Director on a day to day basis. Some of the criteria to be used for the day to day monitoring would include: attendance and punctuality; attentiveness in the sessions; participation in various sessions particularly in the group activities; questions being raised in the different sessions etc. Apart from this, each participant will be required to make a presentation on a theme of their specialisation related to the course towards end of the course.
10.	Course Director	Dr. Ramya Ranjan Patel