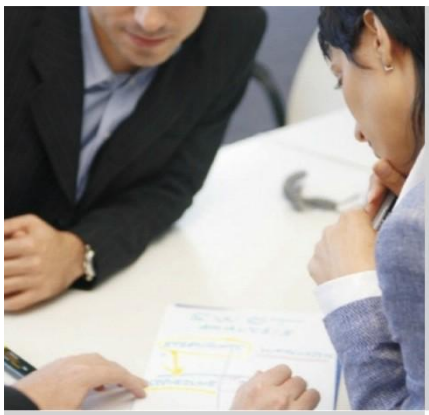
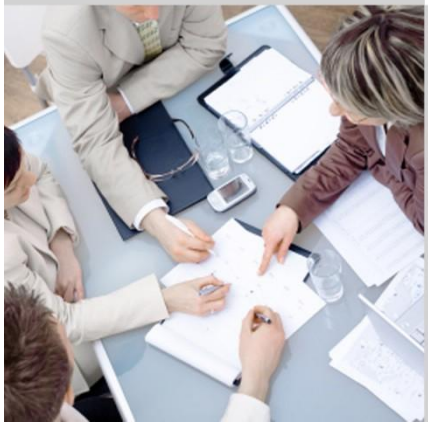








AI In Leadership Course

Open Course Outline

1-Day Workshop

MTD Training, 5 Orchard Court, Binley Business Park, Coventry, CV3 2TQ
Web: www.mtdtraining.com Phone: 0333 320 2883 Email: info@mtdtraining.com

AI In Leadership Training

Learn The Skills, Behaviours And Strategies That Will Take Your Leadership Skills To The Next Level

Course Overview

"The AI-Ready Leader" will give you a practical, confident grounding in using AI where it matters most when leading a team: coaching, feedback, performance conversations and decisions. It's delivered live online, so you can join from wherever you're based.

This course is ideal if you lead people day to day and want to use AI properly but aren't sure where to start. You don't need any technical knowledge, and there's no coding involved. If you're new to the role and haven't had any formal training, we recommend this management skills training. If you're more experienced and want to develop your leadership further, we recommend this leadership training.

Leaders don't need another briefing about AI, they need to use it correctly in their job. Rather than skimming every possible use of AI, we focus on the leadership moments that come up week in, week out. You'll spend most of the day writing, testing and refining your own prompts on real, anonymised situations from your own team, with your trainer coaching you as you go.

CPD CERTIFIED
The CPD Certification Service

Confident and responsible use runs through the whole day. Confidentiality, bias, verification and accountability are part of the foundations, not a footnote. You'll go back to the workplace with a personalised, platform-independent library of leadership prompts that works with ChatGPT, Claude, Gemini or whichever tool you use, from the very next day.

This course is CPD accredited, which means you will receive a CPD certificate.

You can attend this course along with others from different businesses or, if there are a number of you, we can run this course as an in-house version and tweak anything that you need.

Who Will Benefit From Our AI In Leadership Course?

Our AI in leadership course will benefit anyone who leads people, in particular:

- Team Leaders
- Supervisors
- Department Heads
- Middle & Senior Managers
- Sales Managers
- HR Professionals
- Project Managers
- Leaders who want practical, usable AI skills rather than strategic theory
- Leaders under pressure to use AI but unsure where to start

With The Help Of This Course, Managers Will Be Able To:

- Use AI confidently in coaching, feedback, one-to-one and performance conversations
- Write and refine their own prompts for real leadership situations
- Stress-test decisions, surface blind spots and think more clearly
- Protect confidentiality and personal data when using AI around people
- Know exactly where AI must not be allowed to decide
- Spot and challenge AI's mistakes, so they stay accountable for what they act on
- Talk about AI credibly with their team and model confident, responsible use
- Leave with a personalised, platform-independent library of leadership prompts

Course Agenda

Introduction & Objectives

Grounding: Why AI Matters For Leaders & What It Really Does

Here we look at the practical case for AI in leadership, in plain English. What does generative AI genuinely do well, where does it fall down, and why does "AI risk" not mean "avoid AI"? Learn how to brief AI clearly so you get useful answers, and how to talk about it credibly with your team. We'll also identify the real situations from your own team that you want to tackle during the day.

AI In The Moments That Matter: Coaching, Feedback, Performance & Decisions

Apply AI directly to the conversations and calls that define leadership: performance reviews, one-to-ones, coaching, feedback and difficult conversations. Learn how to prepare, structure what you want to say and anticipate how the other person might respond, and how to use AI to stress-test your own decisions and surface blind spots. This is an extended, hands-on session where you write, test and refine your own prompts on live situations, with facilitator coaching throughout.

Lunch

Guardrails: Confidentiality, Bias & Where AI Must Not Decide

Understand what makes AI safe to use around people. Learn how to protect personal and commercial data, recognise bias in people decisions and verify AI output before you act on it. Leave with a clear framework for what leaders should never delegate to AI. Confident and responsible use, together.

Your AI Leadership Toolkit & Action Plan

Consolidate the day into a personal action plan and take away your AI Leadership Prompt Library, ready to use with ChatGPT, Claude, Gemini or any platform from day one. We'll also cover how you'll know it's actually working.

Close

Registration Fee:

£295 + VAT – Course with **CPD certificate**

The AI In Leadership Course is CPD Certified (Continuing Professional Development).

The course is also CPD Certified and after attending the course you will receive a **CPD Certificate** at no extra cost.

CPD CERTIFIED
The CPD Certification Service

Start/Finish Times

Start: 9.30am
Finish: 4.30 – 5.00pm

Next Steps & Booking Information

Questions/Queries

Call us - 0333 320 2883
Email us – info@mtdtraining.com

Booking

If you would like to book a place on this course, please call us on **0333 320 2883**.

Details of dates and availability for the course can be found here:
https://www.mtdtraining.com/ai-in-leadership

Once You Have Booked

We will then send you a confirmation letter, invoice and joining instructions. You can pay through invoice or credit card. Invoice terms are 30 days after invoice date.

Ongoing Email & Telephone Support

After the training course your development doesn't stop there.
Your managers can **email or call their trainer** at any time for help or guidance.

They might be implementing some techniques that they have covered on one of the workshops and want some tips on how to implement it for their specific situation.

Whatever the reason, your trainer is available for your managers whenever you need us.

Learning is just the start of the process! We will be with you every step of the way while your staff implement what they have learned.

Ongoing Weekly Management Email Tips

Each of your managers will receive **weekly management tips** through email to keep up the momentum of the training.

Each "Management Tip" will cover topics such as:

- Effective communication
- Self-confidence
- Building high performance teams
- Delegation
- Time management
- Coaching
- Problem solving
- Dealing with difficult staff
- Managing performance
- etc

Access To Our Online Learning Platform: Skillshub

After attending the course you'll have **3 months unlimited access** to our online learning platform, Skillshub.

Skillshub has over 1000 online courses and 2,000 resources in total that include videos, cheat sheets, checklists and audios.

All of this will help you embed your new skills in the workplace.



About MTD

MTD, the management training specialists, has been working with a **wide variety of clients** (both large and small) in the **UK and internationally** since 2001.

Since that time we have delivered training in over **25 different countries** to over **9,000 different organisations** and have helped over **250,000 managers**.

Our head offices are based in the Midlands and we have Local offices in London & Manchester too. We specialise in providing:

- In-house, **tailor made** management training courses (1-5 days duration)
- **Open courses** (Delivered throughout the UK at various locations)
- Management & leadership development **programmes** (From 5 days to 2 years)
- **Blended** learning solutions (online and offline)
- **E-learning content** (2,000+ digital learning assets available)
- Corporate and executive **coaching** (With senior or middle managers)

Our team of highly skilled and experienced trainers and consultants have all had distinguished careers in senior management roles and bring with them a wealth of practical experience to each course. At MTD Training we will design and deliver a solution that suits your specific needs addressing the issues and requirements from your training brief that best fits your culture, learning style and ways of working

Our Key Unique Selling Point

*"Bespoke, practical and quality training delivered by a trainer experienced in your industry is a "given". Where we really make a difference is how we **help your managers to embed and implement the learning** after the course. We offer industry leading post course support to make this happen so you get a real, tangible return on your investment"*



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