

Leadership Essentials Certificate Program

Recommended: CEUs 2/PHDs 21/CPEs 25.40

Field of Study: Personal Development

Monday, May 4, 2026 *(Part 1: Proactive Performance Coaching)*

- 8:30 a.m.** Introductions, Agenda Items, Learning Outcomes
- 8:45 a.m.** Chapter 1: Proactive Performance Coaching Introduction
- 10:00 a.m.** Break
- 10:15 a.m.** Chapter 2: Communicating Effectively
- Noon** Lunch *(on your own)*
- 1:00 p.m.** Chapter 3: Developing Responsibility
- 2:00 p.m.** Break
- 2:10 p.m.** Chapter 4: The PPC Model
- 3:00 p.m.** Break
- 3:15 p.m.** Chapter 4 *(continued)*
- 4:15 p.m.** Summary and Q&A
- 4:30 p.m.** End of Day 1

Tuesday, May 5, 2026 *(Part 1: Proactive Performance Coaching – continued)*

- 8:30 a.m.** Review of Day 1, Agenda for Day 2
- 8:45 a.m.** Role Play Activity Final Prep and Exercise
- 10:00 a.m.** Break
- 10:15 a.m.** Role Play Activity Exercise *(continued)*
- Noon** Lunch *(on your own)*

1:00 p.m. Role Play Activity Exercise Wrap-up

2:00 p.m. Break

2:10 p.m. Chapter 5: Positive Reinforcement

3:00 p.m. Break

3:15 p.m. Chapter 6: Professional Development

4:15 p.m. Summary, Q&A, Part 1 Evaluation

4:30 p.m. End of Day 2

Wednesday, May 6, 2026 *(Part 2: Problem Identification and Decision Making)*

8:30 a.m. Review of Day 2, Agenda for Day 3

8:45 a.m. Chapter 1: Shifting Paradigms

9:15 a.m. Chapter 2: Problem Identification

10:00 a.m. Break

10:15 a.m. Chapter 2: Problem Identification *(continued)*

10:45 a.m. Chapter 3: Decision-Making is a Choice

Noon Lunch *(on your own)*

1:00 p.m. Chapter 4: Decision Logic and Probability

2:00 p.m. Break

2:10 p.m. Chapter 5: Group Decision-Making

3:00 p.m. Break

3:15 p.m. Chapter 5: Group Decision-Making *(continued)*

3:30 p.m. Chapter 6: Vigilant Decision-Making

4:15 p.m. Summary, Q&A, Part 2 Evaluation

4:30 p.m. End of Day 3

Thursday, May 7, 2026 *(Part 3: Developing High Performing Teams)*

- 8:30 a.m. Review of Day 3, Agenda for Day 4**
- 8:45 a.m. Chapter 1: What a High Performing Team (HPT) Looks Like**
- 9:00 a.m. Chapter 2: High Performing Team Culture**
- Chapter 3: Science of Team Design**
- 10:00 a.m. Break**
- 10:15 a.m. Chapter 3: Science of Team Design *(continued)***
- Chapter 4: Characteristics of High Performing Teams**
- 10:45 a.m. Chapter 5: Overcoming Dysfunctional Team Performance**
- 11:30 a.m. Wrap up, Q&A, Course/Program Evaluation and Next Steps**
- Noon Program Adjourns**

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Upon completion of this program, participants will be able to successfully:

Proactive Performance Coaching (Part 1)

- Explain the characteristics of PPC and Performance Management
- Review the elements of an effective Performance Management System
- Discuss why using punitive discipline is not the most effective method of performance enhancement
- Describe the six reasons people fail to perform

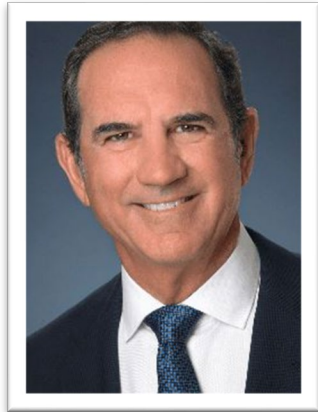
Problem Identification and Decision Making (Part 2)

- Define a "Decision of Consequence" and understand key decision concepts
- Recognize the importance of process over outcomes in decision-making
- Develop clear problem definition statements
- Describe how anxiety, structure, uncertainty, and risk impact decisions
- Review key elements of effective decision models and personal decision styles
- Utilize group decision-making for checks and balances
- Describe ways to manage conflict productively in group discussions
- Clarify issues using precise language, engaging all participants

Developing High Performing Teams (Part 3)

- Describe the LDRL high performing team (HPT) model
- Discuss the behaviors and culture that drives team excellence
- Identify the 10x characteristics of a HPT
- Discuss how to overcome the five dysfunctions of a team

David Ritz, Senior Instructor, LDR Leadership



David specializes in leadership, strategic planning, organizational transformation, and governance training. He brings a unique perspective to his classes, having served both as a CEO of a cooperative utility in Florida for 27 years and as a utility board member for 23 years. David was also a city and community manager and helped start one of Florida's first stormwater drainage utilities. He has served on numerous civic, cultural, medical, and community boards. He started many innovative environmental programs and has been an advocate of continuous training his entire career. David received a Bachelor of Arts in Political Science and a Master of Arts in Public Administration, both from the University of Florida. He later completed the Harvard University Kennedy School of Government's Senior Executives Program.

Shawn Tenace, Instructor, LDR Leadership



Shawn Tenace is an seasoned leader, experienced educator, and instructor with more than 38 years of diverse experience developing people and organizations across military, educational, and corporate settings. He is passionate about developing people and organizations, having taught at the elementary, middle, and high school levels and serving as an instructor in the Department of Physical Education at the United States Military Academy at West Point. Today, Shawn is a key member of LDR Leadership's instructional team, delivering courses on performance management, team development, emotional intelligence, communication, critical thinking, and decision making to professionals at all levels. His approach blends practical tools with an emphasis on resilience, trust, and empowerment—helping leaders strengthen culture, elevate performance, and drive organizational growth. He provides executive coaching and helps with leading retreats for clients.

A retired U.S. Army Special Forces Officer and combat veteran of Iraq and Afghanistan, Shawn holds a Master's in Education from the University of Virginia, a Bachelor of Science from Campbell University, and is a Certified Personal & Executive Coach. Known for his engaging and empathetic style, he connects with audiences from military units to corporate executives with equal impact.