



Renowned as the world's premier personal leadership development solution, the 7 Habits of Highly Effective People Signature Edition aligns timeless principles of effectiveness with modern technology and practices. In today's rapidly changing educational landscape—shaped by AI, digital tools, and constant societal shifts—personal leadership has never been more important.

No matter how skilled educators are with new technologies or instructional methods, they will not achieve sustained success unless they can effectively lead themselves, influence and collaborate with colleagues, engage students and families, and continually renew their own capabilities. These elements sit at the heart of effective teaching, team collaboration, and school-wide improvement.

When educators model principle-centered leadership, they not only strengthen their own practice but also shape the character, resilience, and effectiveness of the next generation. The 7 Habits of Highly Effective People® Signature Edition develops leadership effectiveness at three levels—individual, team, and organizational—equipping educators to thrive amid change and to intentionally develop students who can lead themselves and contribute meaningfully in an uncertain future.

Stephen R. Covey showed that there is a path that leads to personal and interpersonal effectiveness. We call it the Maturity Continuum. Each of us moves from dependence to independence (Habits 1–3), and from independence to interdependence (Habits 4–6) as we learn to lead and manage ourselves and work effectively with others. To sustain effectiveness we also need to continually renew (Habit 7).

1. INDIVIDUAL

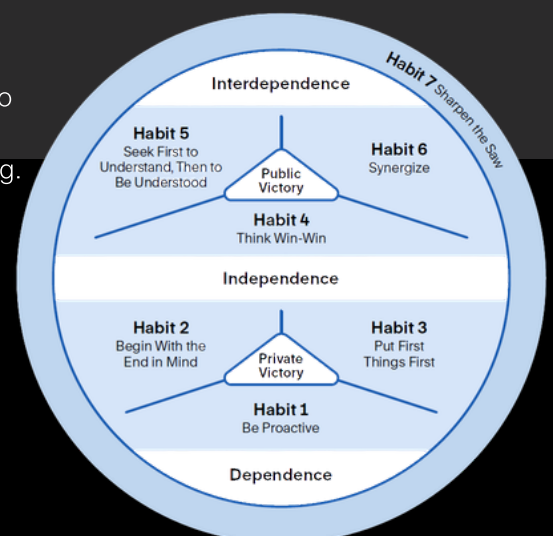
- Develop increased maturity, greater productivity, and the ability to manage one's self.
- Execute critical priorities with laser-like focus and careful planning.

2. TEAM

- Increase team engagement, morale, and collaboration.
- Improve communication skills and strengthen relationships.

3. ORGANIZATIONAL

- Create a framework for developing core values and creating a highly effective culture.
- Develop current and high-potential leaders who model both character and competence.



Workshop Objectives and Expected Outcomes

- Strengthen educators' ability to lead themselves with clarity, integrity, and effectiveness in a rapidly changing educational environment
- Develop the capacity to influence, engage, and collaborate more effectively with colleagues
- Build habits of continuous improvement and self-renewal that sustain personal and professional growth
- Apply the 7 Habits at the individual level to increase personal effectiveness, resilience, and principle-centered leadership, and model it within their teams and schools.

HABIT	BY THE END OF THIS WORKSHOP, PARTICIPANT WILL
PARADIGMS AND PRINCIPLES OF EFFECTIVENESS	• Assess paradigms and align to principles of effectiveness.
HABIT 1: BE PROACTIVE®	• Assume responsibility, focus, and act on what can be controlled and influenced, instead of what can't.
HABIT 2: BEGIN WITH THE END IN MIND®	• Define clear measures of success and create a plan to achieve them for both life and work.
HABIT 3: PUT FIRST THINGS FIRST®	• Prioritize and achieve the most important goals instead of constantly reacting to urgencies.
HABIT 4: THINK WIN-WIN®	• Collaborate more effectively with others by building high-trust relationships of mutual benefit.
HABIT 5: SEEK FIRST TO UNDERSTAND, THEN TO BE UNDERSTOOD®	• Influence others by developing a deep understanding of their needs and perspectives.
HABIT 6: SYNERGIZE®	• Develop innovative solutions that leverage diversity and satisfy all key stakeholders.
HABIT 7: SHARPEN THE SAW®	• Increase motivation, energy, and work/life balance by making time for renewal activities.

1-Day Foundation Workshop Content

FOUNDATION

- Roots of Effectiveness
- The Maturity Continuum
- How to Change Your Habits
- Paradigms and Principles of Effectiveness

HABIT 1

- Pause and respond.
- Focus on your Circle of Influence.
- Use proactive language.

HABIT 6

- Value differences
- Seek 3rd Alternatives

HABIT 3

- Focus on priorities and eliminate the unimportant.
- Plan every week.
- Stay true in the moment of choice.

HABIT 4

- Balance courage and consideration.
- Consider other people's wins as well as our own.

HABIT 5

- Listen empathically.
- Respectfully seek to be understood.

HABIT 2

- Define outcomes before acting
- Create and live by a Personal Mission Statement

HABIT 7

- Invest in the whole person.



PROFESSIONAL DEVELOPMENT FOR EDUCATORS

The **4** Essential Roles of **LEADERSHIP™** 1-Day Foundation for Educators



A FRAMEWORK FOR SUCCESS FOR EDUCATORS AND SCHOOL LEADERS EVERYWHERE

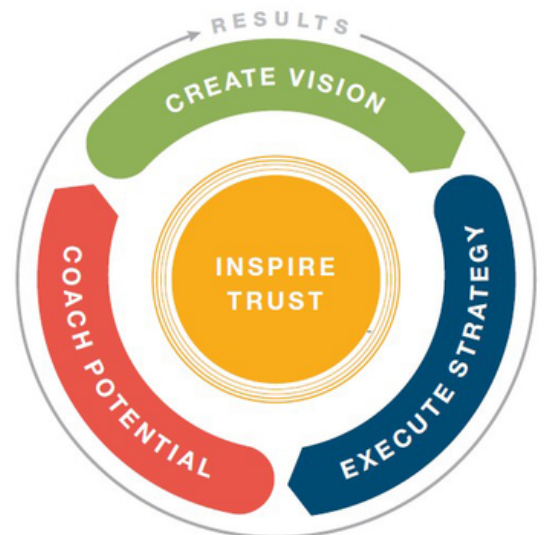
The world of education is changing at an unprecedented pace. Every day educators and school leaders are making countless decisions and facing challenges they've never encountered before. What worked yesterday can change overnight. The speed is relentless, the stakes are high for students and communities, but the rewards are great for those who can lead a team to consistently achieve extraordinary results for learners. So how can leaders stay ahead of the curve and differentiate themselves and their schools when so much is changing so quickly?

MEET THE 4 ESSENTIAL ROLES OF LEADERSHIP

Even in the most turbulent times, there are four roles leaders play that are highly predictive of success. We call them **essential**, because as leaders consciously lead themselves and their teams in alignment with these roles, they lay the foundation for effective leadership in schools and classrooms.

The 4 Essential Roles are:

- 1. Inspire Trust:** Be the credible leader others choose to follow—one with both character and competence.
- 2. Create Vision:** Clearly define where your school or team is going and how you will get there together for the benefit of every staff and student.
- 3. Execute Strategy:** Consistently achieve results with and through others using disciplined processes that improve teaching and learning.
- 4. Coach Potential:** Unleash the ability of each person on your team to improve performance, solve problems, and grow their careers.



The Challenge

- Educators and leaders who are promoted to mid- or senior level leadership roles (department chairs, assistant principals, principals) and who struggle to achieve the next level of results for students and staff.
- Experienced mid- to senior-level education leaders who do not yet have the mindsets and skillsets required to be successful for the next three to five years and beyond in a rapidly changing educational landscape.

The Solution

- A simple, practical framework that forms the basis of all other leadership success in schools and educational organizations.
- A hands-on work session that allows leaders to do real work and then implement their ideas with their teams and in their classrooms or schools.

THE RESEARCH AND THE SOLUTION

FranklinCovey spent years learning what organizations need from their leaders today and in the future. We discovered that these organizations needed leaders who could:

- Think BIG and adapt quickly.
- Translate strategy into meaningful work.
- Coach people to a higher performance.

The 4 Essential Roles develop leaders who can master these skills consistently, within FranklinCovey's unique framework that focuses on developing who a leader is as well as what a leader does.

ROLE	OUTCOME / OBJECTIVE
Inspire Trust	Trust starts with a leader's own character and competence—the credibility that allows leaders to intentionally build a culture of trust.
Create Vision	Effective leaders create a shared vision and strategy, and communicate it so powerfully that others join them on the journey.
Execute Strategy	Leaders must not only think big, but also execute their vision and strategy all the way through to completion, with and through others.
Coach Potential	Effective leaders develop the leadership potential in others and improve performance through consistent feedback and coaching.

CONTENT:

INSPIRE TRUST

- Accelerating your creditability
- Clarifying your team culture statement

CREATE VISION

- Crafting a team vision statement
- Drafting a team strategy
- Practicing a strategic narrative

PRODUCT INCLUDES:

- 360 or Self-Assessment
- Participant Workbook
- One-year access to online content

EXECUTE STRATEGY

- Aligning the Six Rights
- Implementing the 4 Disciplines of Execution

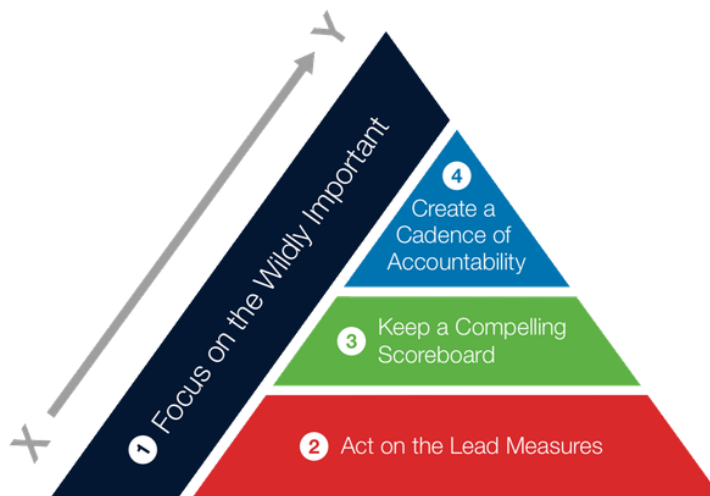
COACH POTENTIAL

- Using the feedback approach
- Practicing key coaching skills
- Implementing the Coaching Framework



The 4 Disciplines of Execution®

In schools today, leaders set bold goals for student success—yet most strategies get lost in the daily whirlwind. The 4 Disciplines of Execution® workshop gives education teams a simple, proven system to focus on what matters most, act on high-leverage measures, track progress visibly, and build a rhythm of accountability. Walk away ready to turn strategy into consistent results and achieve breakthrough outcomes for the students and staff you serve.



Discipline 1:

Focus on the Wildly Important

This is the discipline of focus. Exceptional execution starts with narrowing the focus — clearly identifying what must be done. Otherwise, nothing else you achieve really matters much.

Discipline 2:

Act on the Lead Measures

This is the discipline of leverage. 80% of your results will come from 20% of your activities; are you focusing on the right ones? Discipline 2 is based on the principle that not all actions are created equal. Identify and act on the activities with the highest leverage.

Discipline 3:

Keep a Compelling Scoreboard

This is the discipline of engagement. People and teams play differently when they are keeping score, and the right kind of scoreboards motivate the players to win.

Discipline 4:

Create a Cadence of Accountability

This is the discipline of accountability. Each team engages in a simple weekly process that highlights successes, analyzes failures, and course-corrects as necessary, creating the ultimate performance-management system.

The Challenge

- Leaders and teams set ambitious goals for student learning and school improvement, yet most strategies fail to deliver the expected results.
- Daily operational demands (the “whirlwind”) constantly pull attention away from the most important priorities.
- Too many initiatives run at once, diluting focus and exhausting staff.
- Progress is hard to see in real time, so teams lose momentum and engagement.
- Accountability is inconsistent or top-down, rather than shared and supportive.
- Teachers and leaders feel busy but not always effective—effort does not reliably translate into improved student outcomes.

The Solution

- Narrow focus to the few goals that truly matter for students
- Identify and act on the high-leverage behaviors that drive those goals
- Make progress visible so everyone knows if they are winning
- Build a regular rhythm of peer accountability that sustains execution

Workshop Objective

- Apply the 4 Disciplines of Execution® (4DX®) in an education setting
- Define a clear Wildly Important Goal® focused on student learning or school improvement
- Identify high-leverage lead measures
- Create a compelling scoreboard
- Establish a regular cadence of accountability
- Consistently execute on strategy to achieve breakthrough results for students and staff

Expected Outcomes

- Define Wildly Important Goals that directly improve teaching practice and student learning
- Identify lead measures that help staff focus on high-impact classroom and team actions
- Create simple scoreboards so teachers and teams can see progress and stay motivated
- Establish a weekly accountability rhythm that supports staff growth and collaboration
- Apply 4DX in daily school practice to deliver consistent, measurable results that benefit both staff and students

CONTENT

DISCIPLINE 1: FOCUS ON THE WILDLY IMPORTANT

- What makes a goal wildly important
- How to choose a WIG

DISCIPLINE 2: ACT ON THE LEAD MEASURES

- Differences between lead and lag measures
- Evaluate lead measures

DISCIPLINE 3: KEEP A COMPELLING SCOREBOARD

- How scoreboards engage team members
- Create a compelling scoreboard

DISCIPLINE 4: CREATE A CADENCE OF ACCOUNTABILITY

- Commitments come from team members
- An effective WIG session