

Online Statistical Leadership Training Programme for the African Statistical System

The programme aims to equip leaders of African National Statistical Offices with the **skills required to lead their organisations** on a programme of statistical modernisation.

It focuses on upskilling statistical leaders to **deal effectively with the range of challenges** faced by statistics organisations in Africa. It is designed to **inspire positive change** at the senior and middle management level.

The programme uses self-paced e-learning and facilitated online group discussions.

Why does the African Statistical System need a leadership programme?

To meet the growing demand for timely, comprehensive and trusted data, the African Statistical System needs transformative leaders who can lead the modernisation of national statistical offices.

Leaders who can develop and communicate clear strategies, lead and inspire change, and delegate work appropriately. Leaders who understand how to use their personal power to build relationships and motivate and inspire their teams.

Strengthened statistical leadership is required to fulfil the visions of the African Union Agenda 2063 and the 2030 Agenda for Sustainable Development. It is also needed to harness the growth in existing and new data sources, methods and technologies to deliver improved statistics for the public good.

What makes this programme unique?

The programme is specifically tailored for national statistical offices, and as such, it speaks to the unique experiences and challenges faced by statistical leaders in Africa today.

It is designed and delivered by the UK's Office for National Statistics, in collaboration with the African Centre for Statistics (ACS) and the African Institute for Economic Development and Planning (IDEP) at the United Nations Economic Commission for Africa (UNECA).

The programme uses a classroom approach that, following successful delivery in pilot National Statistical Offices in Africa, has been adapted for online use. The flexibility of remote learning is enhanced by the use of facilitated real time seminars where participants can share experiences and ask questions of trainers from leading statistical institutions.

The programme is offered free of charge.

What key skills will I learn?

1

Strategic thinking

How can I look at my statistical organisation strategically to lead high performance and transformational change initiatives?

2

Integrity

What are the qualities of a leader? What does integrity mean for statistical leaders?

3

Communication

What techniques can I use to communicate more effectively with staff and stakeholders?

4

People leadership

What tool can I use to motivate, lead and manage teams?

5

Knowledge

What tools and techniques can I use to motivate, lead and manage teams?

Objectives

1. Develop self-awareness and confidence.

The programme provides participants with the opportunity to take stock of their leadership style. By using a wide range of tools and techniques to develop personal and professional awareness, it helps leaders to understand what their strengths are, and how to build on them. In doing so, it enhances confidence in their professional and personal abilities and actions. The programme also enables participants to identify their weaknesses and reflect on ways to address them. It offers tools to develop personal strategies to become better leaders.

2. Lead teams and individuals.

The programme supports leaders to drive better engagement and better results from their teams. It does so by enabling participants to understand their own leadership style and develop managerial and leadership tools and skills. These are aimed at inspiring and motivating teams and individuals through collaboration, challenge and support, and creating and promoting a culture in which everyone feels valued and respected. By having a greater focus on performance and the development of others, leaders will be able to increase the visibility, agility, curiosity and innovation of staff. This, in turn, will enhance business performance.

3. Improve influencing skills.

The programme develops the skills and confidence needed to influence and persuade others. By communicating more clearly and strategically, and listening more effectively, leaders will be more likely to achieve better results, work more effectively with stakeholders through partnerships, collaboration and cooperation, and manage priorities and address opportunities and problems effectively.

4. Lead and manage change.

The programme inspires leaders to champion learning and cultural change within their organisation. It does so by enabling participants to learn about and select from a range of options to develop strategies that will guide them to lead robust transformation.

5. Build networks.

The programme aims to develop a network of support and challenge amongst peers within statistical offices and provide the skills and confidence to continue building relationships with others outside their organisation.

Course Timetable

The estimated total time commitment for the program is approximately 15 to 20 hours, over a period of five weeks.

Each module can take between two to four hours to complete. Seminars last around one hour. Attendance at all sessions at designated times is expected and, just as in a classroom, participants will be expected to engage through lively discussion and debates. Participants should also expect to spend about one hour reviewing their action plans prior to the next seminar.

Week 1 Module 1: Introduction to leadership	Introductory seminar one hour Self-paced online lectures two to four hours Facilitated whole-team seminar one hour	Week 4 Module 4: Strategic leadership tools	Self-paced online lectures two to four hours Facilitated whole-team seminar one hour
Week 2 Module 2: The importance of teams	Self-paced online lectures two to four hours Facilitated whole-team seminar one hour	Week 5 Module 5: Culture, influence and power	Self-paced online lectures two to four hours Facilitated whole-team seminar one hour
Week 3 Module 3: Communicating and enabling a clear vision	Self-paced online lectures two to four hours Facilitated whole-team seminar one hour	Week 9	Follow-up seminar one hour

Syllabus

Week 1, Introductory seminar

Monday:

One-hour introduction to the programme, aims and expectations.

Week 1, Module 1: Introduction to leadership

Learning objectives:

Be able to articulate own concept of leadership and decision-making processes. This will enable attendees to better understand themselves and how they behave in a leadership role.

Monday – Thursday:

Four days to individually work through Module 1 lessons (estimate two to four hours).

Lessons:

1. What is leadership?
2. What is it like being a leader today?
3. Defining Leadership
4. The difference between leadership and management
5. What type of leader are you?
6. Tannenbaum Schmidt Model

Friday: Facilitated seminar

Action planning and implementing. A one-hour seminar discussion on Module 1 and how this learning can be implemented in the workplace.

Week 2, Module 2: The importance of teams

Learning objectives:

Understand that the greatest resource leaders have are their people. By better understanding how to lead, delegate, motivate and develop them, attendees will become more effective leaders.

Monday – Thursday:

Four days to individually work through Module 2 lessons (estimate two to four hours).

Lessons:

1. Teams and the nature of teams
2. Leading a team – John Adair
3. Delegation
4. Motivation
5. Developing and maintaining the team
6. Organising – time management

Friday: Facilitated seminar

Action planning and implementing. A one-hour seminar discussion on Module 2 and how this learning can be implemented in the workplace.

Week 3, Module 3: Communicating and enabling a clear vision

Learning objectives:

Understand the power of effective communication. By developing their written skills, presentation skills and giving better feedback, attendees will be better able to deliver their vision, enable actions and develop more effective relationship.

Monday – Thursday:

Four days to individually work through Module 3 lessons (estimate two to four hours).

Lessons:

1. Importance of communication
2. Listening
3. Written communication
4. Presentations
5. Meetings and giving feedback

Friday: Facilitated seminar

Action planning and implementing. A one-hour seminar discussion on Module 3 and how this learning can be implemented in the workplace.

Week 4, Module 4: Strategic leadership tools and leading change

Learning objectives:

Better lead people through the complexities of change. Attendees will develop a toolbox of leadership skills and techniques to allow them to develop strategies and plans for their organisation.

Monday – Thursday:

Four days to individually work through Module 4 lessons (estimate two to four hours).

Lessons:

1. Change overview
2. Leading change - people
3. Leading change - processes
4. Strategic leadership
5. Strategic leadership tools

Friday: Facilitated seminar

Action planning and implementing. A one-hour seminar discussion on Module 4 and how this learning can be implemented in the workplace.

Week 5, Module 5: Culture, influence and power

Learning objectives:

Understand and influence cultural aspects of own organisation. By understanding how leadership and personal power works, attendees will become better influencers, negotiators and persuaders and ultimately leaders of their organisation.

Monday – Thursday:

Four days to individually work through Module 5 lessons (estimate two to four hours).

Lessons:

1. Mission, vision, values
2. Culture
3. Learning and culture
4. Persuading, influencing and negotiating
5. Power and resilience
6. Putting it all together

Friday: Facilitated seminar

Action planning and implementing. A one-hour seminar discussion on Module 5 and how this learning can be implemented in the workplace.

Week 9: Follow-up seminar

One-hour seminar set up with group to discuss results of action plans and evaluation of the impact of the programme.

Course Approach

Introductory session

Participants are required to attend a one-hour session prior to the start of the course. The tutor explains the course and what is expected of attendees. The session also provides the tutor with the opportunity to get to know the participants and answer any questions.

Self-paced lessons

The course comprises five modules. Each module is made up of five to six self-paced lessons with text and narration. Each lesson contains links to articles, websites and video. Questions help to focus learning, and a quiz ensures learning has taken place. The team will have one week to complete each module individually.

Sharing forum

A sharing forum is set up to give participants the opportunity to discuss challenges with the material and give examples that support or challenge the learning. It is an opportunity to share best practice from participants' own experience, from reading, or from situations they become aware of. It can also be a platform for support and advice from fellow participants on approaches to take in specific leadership situations.

Action plans

Participants are required to produce individual action plans to help implement the learning from each module.

Online support

There are agreed periods during each module where the tutor is available to provide one-to-one online support. This is an opportunity for individuals to clarify understanding, discuss differing views and bring real-life examples for consideration.

Facilitated seminars

At the end of each module, the tutor facilitates an online seminar for all participants, aimed at answering questions regarding the material, discuss the module and explain concepts that may have been unclear. Most importantly, the tutor encourages the team to determine how the learning can be implemented to produce actions that will have an impact on the organisation. The discussion is centred around barriers to implementation and other challenges participants face. During the last seminar, individual actions plans for the whole programme are reviewed, a prominent guest speaker gives a lecture covering the most salient themes that have emerged during the five weeks. Finally, an evaluation of the learning experience is sought. This marks the end of the course.

Follow-up session

One month after completion of the course, participants are required to attend an hour-long seminar to review progress on their own action plans. This session also provides extra learning on a chosen topic. A certificate of completion is produced upon attendance of this session.