

Leadership for the 21st Century Auditor

Course Description

Leadership skills are critical for audit professionals that want to advance. To assume additional responsibilities and lead others you must develop different skills than those that you have used to be a successful auditor. The identification of organizational challenges and having the skill to work through them will help you success as a leader. This seminar will provide you with additional tools, techniques and information to improve your chances of advancing or to help you be more successful in your current leadership role. Participants will receive real-life examples of lessons learned/leading practices for use in their own audit function acquired through a career of active internal audit participation.

In this course, we will discuss the following important issues:

- Differences between a leader and manager
- Challenges in leading an Internal Audit function
- Traits of a successful leader
- Developing leadership skills
- Communication, politics & other organizational issues
- Building relationships and working with others
- Creativity & innovation
- Staff development, mentoring & motivation

Learning Objectives

- Learn traits of successful leaders
- Understand key knowledge, skills & abilities needed by internal audit leaders for success
- Recognize when to use manager vs. leader skills
- Understand why knowledge management is important
- Realize the necessary involvement of a leader in organizational risk management, control and governance
- Learn how to develop staff for future career opportunities
- Understand the impact to an IA function that doesn't embrace creativity, innovation & change
- Acquire tips & techniques to improve your opportunities to become a "Trusted Advisor"
- Learn valuable sources of information to help guide the success of an audit leader

Who Should Attend

- Audit managers, directors and supervisors aspiring to be a Chief Audit Executive
- New Chief Audit Executives (CAE) or current CAE's interested in a refresher course

Prerequisites: At least five years' experience as an auditor with three years in a supervisory position.

Level: Intermediate/Advanced

Field: Business Management & Organization

CPE Credits: 8 (400 minutes) – 1 Day
16 (800 minutes) – 2 Day

Delivery Method: Live – Group

Course Outline

Characteristics of a manager vs. leader

Pitfalls and challenges facing a new leader

Important leadership traits for success

Developing knowledge, skills & abilities

Reporting, adding value and accountability

Managing information

Primary stakeholders/customers

Communication and relationships

Politics & other organizational issues

Risk management, control and governance

- Audit's role

Strategic Planning

- Alignment
- IA plan
- Strategic audits

Quality Assurance and Improvement Program

- Internal assessment
- External assessment

Continuous improvement

Staff/team leadership

- Team meetings
- Training
- Development plans

Becoming a "Trusted Advisor" – Challenges, opportunities & necessary knowledge, skills & abilities

Mentoring & succession planning

Development of leadership skills

Lessons learned and leading practices

Resources/reference materials will be provided for future personal/team development

Group exercises will be used to reinforce the learning process. Potential exercise topics follow.

- CAE success factors
- IA planning & performance
- Building relationships
- Working with audit committees, boards & executive leadership
- Risk assessment/audit planning
- Creativity, innovation & continuous improvement
- Staff development & mentoring

Note:

The 1 day course will provide less opportunity for group discussion and exercises.