



Managing Through Leadership



Rationale:

The ability to lead a team successfully is one of the most important functions of any organisation. Having the necessary skills to establish and communicate a strong vision and purpose for the team brings many rewards for everyone involved.

Knowing how to deal with different personalities and being able to motivate people to achieve the desired performance levels is a key part of successful leadership. There is always room for improvement when it comes to leading a team within a changing and competitive business environment.

This course covers all the essential leadership skills as well as showing leaders how to be more creative in coaching, motivating and supporting their team. It shows leaders how to be more confident in their role and how to develop the confidence of people within the organisation.

Who Will Benefit?

Anyone who is presently in a leadership role and has not had any formal leadership training or needs to re-focus and build on previous training. Those who are moving into leadership will also benefit from this course.

What Is the Duration?

Open-schedule Public Course:

One Day

(When listed on our open schedule calendar)

In-house:

One or Two Day

(Depending on the content covered and intensity of learning required)

Module One: Roles of a Team Leader

Overview of the Team leader's key roles.

Roles of a Team Leader
Basic Principles of Organising
The Two-way Pull

Module Two: Planning to Succeed

How to effectively plan for team results.

Planning for Team Results
Key Steps when Planning for Leadership

Module Three: Leading and Influencing

Discovering personal leadership styles and how to effectively use various styles of leadership.

Leading and Influencing
Boss or Leader
Task and People Orientated Leadership
Styles of Leadership

Module Four: Leadership and Group Dynamics

The key factors relating to developing positive group dynamics.

Group Dynamics
How Groups Work
Situational Leadership

Module Five: Management Tools

The coaching and mentoring process.

What is Coaching?
How to Coach
The Process of Delegation
Change Management
Positive Problem Solving

Module Six: Meeting Skills

Maintaining positive control through effective team meetings.

Benefits of Team Meetings
Briefing Topics

Module Seven: Performance Teams

Factors that make teams perform effectively.

Developing Performance Teams
Characteristics of Performance Teams
How to Improve Performance
Motivation
Behavioural Styles

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