

Leadership and Managing Teams Effectively

The team manager in an organisation has an important role of leadership. The skills of understanding how to effectively manage individual staff to collectively deliver results, is essential in business. The manner in which they conduct themselves, the initiative they use to influence others and the way they manage their responsibilities are all critical elements of leadership. This course takes participants through these essential elements of providing leadership in the workplace.

Course Outline:

- The demand of leadership in business today. What does leadership look like?
- Leadership and role modeling.
- Different leadership styles. Understanding your own style of leadership and its strengths and limitations.
- Situational Leadership model. Understand how to apply different leadership strategies according to the situation.
- Understand Maslow's theory and how this applies to leadership in the workplace.
- Learn the importance of performance plans.
- How to develop and implement Key Performance Indicators with your team.
- Understand how to deliver an effective performance management review.
- What is coaching? How to become an effective workplace coach.
- Techniques for managing teams effectively in a variety of situations i.e. team meetings, team targets, team goals, team collaboration.
- How to manage teams in difficult situations
- Delegating
- Group and individual decision making

At the end of the course you will be able to:

- Model high standards of leadership.
- Understand how to adapt your leadership style and strategy according to the individual situation.
- Understand how to influence individuals and teams positively.
- Make informed decisions.
- Know the art of delegation.

Leadership and Managing Teams Effectively

Who should attend:

- Staff who have the responsibility of leading others.
- Staff who need to lead and influence others in business.
- Team Leaders, Supervisors, Frontline Managers.



Course Duration	- 1 day program - 2 day program - more in depth look into strategies and skills of leadership.
Participant Numbers	6-12 participants
Pre-work required	Nil
Post work required	Post work is set to consolidate skills into the workplace habits