

THE PROFESSIONAL MANAGER

Developing the proactive skills and
competencies required as a professional
manager and leader

4-PART MANAGEMENT FORMATION PROGRAMME



THE PROFESSIONAL MANAGER PROGRAMME

(Management Excellence & Leadership)

Purpose of the Programme:

This certificated programme has been designed to professionally 'form' those at all levels of management, or about to take up a management role; to unlock the highest standards of in-role skills, authenticity and proficiency.

The levels of competency required in any management role – especially in a commercial business – are often missing and either slowing down business growth or reducing profits through lack of efficiency and expedience. On-top-of-role performance, proactivity, self-drive and innovative thinking, as well as excellent communication and people skills are the foundation-stone of any great manager.

This 4-step programme guarantees to unlock confidence, competence and accountability; to help your managers deliver industry-best products and services to your customers.



“Absolutely brilliant!... every manager should have this level of development.”

What this programme will enable delegates to do

- Learn to adopt the attitude of proactivity and outcome assurance as a hallmark of your approach
- Learn how to work from being 'on-top-of-role' with role clarity and plans to match for you and your team
- Learn 'value-chain thinking' in order to manage your team and function from levels of excellence across the whole business system in which you work
- Learn to master both day-job performance and a continuous improvement agenda
- Manage people in such a way as to empower them and unlock self-directed performance aligned to both functional and organisational aims & objectives
- Communicate effectively, assertively and with situational sensitivity anywhere across the business
- Become accountable as a manager; operating to the highest standards of performance and behaviours and learn how to instil that behaviour in others

What is covered

The programme is structured to form the most natural and effective approach to leadership & management

- Proactive Management (Self & Role)
- Functional Excellence (Efficiency & Process)
- People & Coaching Skills (People & Team Performance)
- Communication & Influencing (Effective Communication)

Investment

All Leadership Academy programmes are backed by our **100% Outcome Guarantee** on both learning outcomes and return-on-investment

- 4 x 1-day workshops, typically delivered over a period of 4-12 months
- **£1,995 + VAT per person*** (Whole Programme)

*Minimum 4 delegates
50%-Off each additional delegate. Ts&Cs apply.
Budgeted payments available.

Who should attend?

- All Front Line Managers (FLMs) as part of their continuing professional development
- All department/functional managers in any size business who are managing people, teams & process
- Anyone stepping up into a project or team leadership role for the first time
- Managers who are reactive or need a more rounded approach ahead of next-level business growth
- As part of an organisation-wide implementation of Management & Leadership cultural best-practice

What delegates will learn as career-lasting knowledge and repeatable management skills

Part 1 – Proactive Management (Managing Self & Role)

- How to approach self-management in a purposeful and effective way
- How to work with vision, purpose, intention, aims and objectives
- How to operate and manage effectively as part of teams, functions and organisation-wide
- How to proactively manage priorities, plans and time to get things done effectively

Part 2 – Functional Excellence (Managing Efficiency & Process)

- How to manage your part of the system by defining processes and performance
- How to work and manage your function from an 'on-top-of-role' perspective
- How to approach continuous improvement through managing & empowering your team
- How to improve performance and measure financial value-add using a KPI-dashboard

Part 3 – People & Coaching Skills (Managing People & Team Performance)

- How to establish high levels of rapport and engagement with all people in your team or business
- How to set-up working relationships so that empowerment and accountability are in place
- How to implement a coaching-based approach as a primary skill and style of management
- How to manage performance and high expectations at a pace suitable to everyone

Part 4 – Communication & Influencing Skills (Effective Communication)

- How to embed universally effective communication skills into your role and communicate proactively
- How to choose the appropriate communication style and approach across various situations
- How to communicate with seniors, juniors and peers across the whole business/value-chain
- How to influence as a leader, manager and/or coach in a flexible and purposeful way

Case Study GB Group



A £4M turnover, 65 person SME business had little depth of management capability within its ranks. The MD was being dragged into day-to-day reactivity of symptoms and didn't have time to be proactive and find fundamental solutions that would grow the business. They were stuck.

The core front-line/functional managers responsible for sales, planning, operations and engineering functions were each in business-critical roles. Whilst good in their individual vocations, none of them had formal professional management training or people-management experience that allowed them to work collaboratively within and across their teams.

The Professional Manager Programme was delivered in-house over a 4-month period, transforming the management and leadership culture, capability and capacity. The day-to-day is now calmly planned and executed to high-standard KPIs. Each manager has their own functional improvement agenda. The team now operate much more collaboratively and the business is growing.



Bespoke/Tailored Options

This 4-day programme can be run as consecutive or separated days. Other options include...

- 1-to-1 delivery as 4 x 1-day in any timeframe and frequency needed for the person and the situation
- For a dysfunctional or underperforming management team as an immersion process of back-to-back days or one-day per week/fortnight, as part of an urgent transformation process
- Options also available for pre/post interviews, between-session coaching and/or a formal post-programme report, gap-analysis and feedback session.

"I now feel confident & extremely well equipped for my role!"

Academy Director & Course Leader

Richard Uglow started his early career working in some of the largest companies in the UK. He was heading a production unit within Cadbury by the time he was 23 and achieved the role of Commercial Director at Geest UK by his early-30s. Richard is a qualified accountant, holds a BSc. Hons and is an NLP Master Coach with hands-on experience in finance, production and commercial management.



In 2001, Richard founded Enrichyou UK and The Leadership Academy in order to pass on the practical skills and knowledge that he observed were often missing in traditional theory-driven management & leadership development courses.

About the Enrichyou Leadership Academy

Enrichyou Leadership Academy has been delivering individual career-level development for over 20 years. Like a 'Sandhurst For Leaders', we like to think of our Academy service as the business equivalent of officer training in the military. To that end, it is not just about knowledge and skills; it is also about developing the character and behaviours associated with good management & leadership – delivered in a style that will resource every delegate for the entirety of their working life.

Our workshops and development programmes are designed to equip each manager and leader with vocationally universal skills that can be quickly translated into learned and repeatable behaviours back in the workplace. Our aim is to develop these managers & leaders to think and behave with integrity and long-term sustainable intent at the core. Our Academy programmes are distinct from our inhouse retained service, which is designed to develop organisation-wide leadership in a wider cultural context.

Ask for details.

Outcome Guarantee

Every Academy programme comes with a 100% money-back guarantee.

After completing each stage of development, if a delegate is unable to confidently assimilate their learning in your organisation at a level that adds more value than the amount of investment, we will repeat the module free of charge or refund you the equivalent value.



AGA RANGEmaster



For Complete Security



HILLARYS



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