## Report of the meeting about the qualities of a good manager

For this meeting, Marine was the chairwoman accompanied by Léa, Avin, Alimou and Marie-Lou. The subject was about « What are the qualities of a good manager (E.g. encouraging personal leadership in your team, etc.)? » and the meeting lasted for 20 minutes.

Marine started the conversation by introducing the subject, stating that the role of a manager is fundamental because it makes the link between the objectives of the company and the team of employees. A good manager should, among other things, assure good working conditions for the workers.

To begin with, a manager should in general known his team and adapt to it, be efficient and listen to others. They should also be able to solve problems, make decisions and even show empathy and be respectfull to others. Being benevolent, attentive and be able to properly manage different employee profiles is a nice plus. The best quality a manager could have is the ability to communicate: an effective communication is key and everyone should learn how to acquire this skill. The roles of a manager is to be the head of a project and to define the roles of each member. They keep them motivated and help them by bringing opportunities of developement.

To have a more productive environnement, the manager should not stress the team too much and instead help them find solutions and promote communication as much as possible. If the objectives are not met, meetings should be organised to ask employees about the difficulties they encountered and also to identify the problems if it is because of the team, organisation, time constraints, ... All in all, it is better if the manager has already worked in the field they oversee to know how the job works to be more reactive to problems.

From the CEO's point of view, a manager has to be kind to others and show some respect, communication is again at the forefront but they should be impartial and say when things are good or bad. They should remain objective at all time and be logical, although it is not always an easy task to accomplish.

Some common mistakes from new managers can be that they tend to communicate less and they're not open to criticism. Some see others from above but they should find the right autority to be someone your team can rely on.

To conclude, the role of a manager is complex because they have to please everyone but everyone is different so it's hard. A manager can run into some problems like financial problems but what makes for a good manager is its ability to listen to others and solve problems while maintaining a healty environnement for the employees.