



Leadership Development

Aims

This course will provide an introduction to leadership and management skills by examining the difference between the two, identifying essential skills to get started which will enable delegates to contribute confidently to their organisations management process.

Objectives

By the end of this course you will be able to

- Understand the roles and responsibilities of leaders and managers
- Establish good management working practices
- Motivate and develop your team
- Manage your time more effectively.
- Build relationships, set examples and encourage others

Who Should Attend

Managers, team leaders and supervisors who are looking to further develop their leadership skills.

Course Content

- Create the best environment for the people we manage
- Manage without policing
- Your role in the company
- Legal and moral responsibilities
- What is your philosophy on work and how does it affect your management style?
- Organise and communicate information
- Team development
- Communicating our motivation and enthusiasm to others
- Benefits of managing time
- Management a natural instinct or a learned skill!
- What are the characteristics of a 'good' leader?
- The skills needed to manage effectively
- Linking the various responsibilities of managers
- Liberate
- Encourage
- Achievement
- Example setting
- Relationship builder
- Put it all into action

Duration

3 Days