

First-Time Manager

Who would benefit from attending?

Supervisors, Team and Section Leaders and rookies, ready for that next positive step up the ladder – the challenging role of the Manager.

Course Objectives

To establish and develop inspirational skills for management.

To ensure that on returning to work you feel active, confident and able to excel, in managing and motivating your team.

Course Content

- How to take charge and put your best managerial foot forward, with authority and credibility and earn respect to ensure a smooth transition.
- How to inspire and coach your team to better performance, using your energy, support, enthusiasm and commitment.
- When and how to craft and set achievement goals, totally involve the team, measure performance and appraise.
- Crises and how to deal with them confidently.
- Identifying poor performance and putting it right.
- Why the right leadership is so vital to successful management and how to professionally Lead.
- Your useful checklists and toolkit for achievement.

Key Benefits

1. Extremely participative training and ideas you can use immediately.
2. Motivating key point, refresher notes to use confidently.
3. Prestigious attitudes training certificate.
4. Training at your own premises. Or open scheduled courses.