

Developing Your Managerial Leadership

Hands-on course of 2 days - 14h

Ref.: EAL - Price 2024: CHF1 530 (excl. taxes)

Exercises to get to know yourself better, analyze your leadership style, and evaluate your level of assertiveness. Feedback.

THE PROGRAMME

last updated: 01/2018

1) What is a Leader?

- Why people follow leaders.
- Characteristics and behaviours of effective leaders.
- Management and leadership.

2) Leadership Styles

- Self-evaluation your preferred leadership style.
- Principles of team-building.
- Defining Qualities and Strengths.
- Create your personal plan for success.

3) Enhancing Team Performance

- How well do you motivate your employees: measure your skills.
- Characteristics of high performing teams.
- Understanding human work-related needs.
- Creating a motivational work environment.
- Motivating difficult team members.
- Performance evaluation based on results and agreed upon objectives.
- Review priorities during periods of change.

Exercise : Role-play situations for managers.

4) Empowering, Motivating and Inspiring Others

- Acquiring strategic vision.
- Key decision-making techniques.
- Developing stronger impact and influence.
- Perfecting your persuasive powers when negotiating.
- Eliciting commitment to move things forward.
- Leading by Example.

Exercise : Role-play situations for managers.

5) Improving Working Relationships

- Developing communication skills.
- Preventing misunderstandings and conflict.
- Improving the communication process.
- The Art of giving feedback.
- Master techniques for gaining agreement and buy-in.
- Developing credibility through expertise and relationships.
- Delegating and mentoring to help others to increase their skill sets.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@ORSYS.fr to review your request and its feasibility.

- Encouraging others to be resourceful.

Exercise : Role-play situations for managers.

6) Being Assertive

- Understanding assertiveness and how it differs from aggression and submission.
- Saying 'No' to unreasonable requests.
- Giving criticism effectively.
- Setting boundaries for others.
- Presenting clear messages.
- Closing conversations.
- Gaining increased confidence.
- Handling your Stress and other people's.

Exercise : How are you assertive? Role-play situations for managers.

DATES

REMOTE CLASS

2024 : 12 Sep, 09 Dec