

The Management Essentials

Course Content

Agile Management in the New Normal

- Making the transition into management: new skills, fears and expectations
- Key accountabilities. Responsibilities, Accountabilities
- The Boss I want to become - Competencies, behaviours and priorities
- Changing Perceptions, New Demands and Enlightened management
- Applying theoretical models

Managing Performance of Self and Others

- What style of management does my organisation require?
- Psychometric assessment on my preferred management style
- Driving continuous change for improvement and creative agility
- Clarifying Organisational and Team Purpose
- SMARTER objectives for the 21st century
- Assertive behaviour and successful performance reviews

The Dynamic Team: Focus, Solutions and Outcomes

- Creating the Highly Effective Teams: in house and remote
- Characteristics of Dysfunctional teams
- Generational issues, diversity, challenge and harnessing potential
- Team audit: evaluating current performance to initiate future targets
- Utilising Collective Wisdom solve problems issues and crisis
- Managing Change, the “What if” Factor., Transition and Crisis

Motivational Mindsets: Performance = Motivation + Competence

- Motivation to Engage: Scope, Support, Connection, Voice
- Communication to Connect, Clarify, Convince and Convey
- Constructive feedback, conflict and handling difficult conversations
- Coaching for individual and team success.
- Review of practice: How well do I motivate my people?
- Ten things the great boss does every day

Prioritization in the New Normal and Digital Age

- The global pandemic: impact and learnings
- What are my key deliverables post pandemic?
- The Golden Rule: achieving goals through the effort of others
- Delegation for Development. How well do I delegate?
- Presentation skills: Inform, Illustrate, Influence, Impact, Initiate
- Action planning for post workshop improvement