€TRAINING

Mastering People Management and Team Leadership

8 - 12 September 2024
Sharm El-Sheikh (Egypt)
Sheraton Sharm Hotel,
Resort,

Mastering People Management and Team Leadership

REF: M100 DATE: 8 - 12 September 2024 Venue: Sharm El-Sheikh (Egypt) - Sheraton Sharm Hotel, Resort, Fee: 3520 Euro

Introduction:

This training program is a comprehensive initiative aimed at equipping participants with the essential skills and strategies for effective leadership within teams and organizations. Participants will emerge with the expertise needed to inspire, motivate, and lead diverse teams to achieve common goals and drive organizational success.

Program Objectives:

At the end of this program, the participants will be able to:

- Understand their role as manager and leader.

- Establish clear objectives and standards of performance for the team.

- Manage their workload using effective prioritization and delegation techniques.

- Maximize their influencing skills.

- Build an effective team.

- Develop and leverage the capabilities of team members.

Targeted Audience:

- Mid-level managers.

- Supervisors.

- Team leaders.

- Employees who are potential to be promoted to a managerial or supervisory role.

Program Outlines:

Unit 1:

Understanding Your Role:

- Leader or manager?

- Self-perception.

- Beyond the job description: finding out what your organization requires of you.

- Balancing conflicting stakeholder demands.

- Understanding the nature of change.

- A model for implementing change.

Unit 2:

Personal Effectiveness, Time Management, and Delegation:

- Understanding yourself and your organizational environment.

- Outcome orientation.

- Setting personal and team objectives.

- Managing performance.

- Finding and using time effectively.

- A model for effective delegation.

Unit 3:

Communication, Influence & Conflict Management:

- Channels of communication.

- Effective listening skills.

- Emotions and rapport.

- Persuasion and negotiation: the keys to personal influence.

- Managing conflict assertively.

Unit 4:

Team Building, People Management, and Motivation:

- How high-performing teams work?

- Identifying team roles.

- Teams in practice: teambuilding exercise.

- Motivation and reward.

- Building and sharing a vision.

- Different approaches to leadership.

Unit 5:

Enhancing Team Performance through Coaching and Development:

- How do people learn?

- Coaching for personal and team growth.

- Feedback skills.

- Development planning.

- Next steps.