

Effective Managerial Leadership Skills for Senior Executive



Leading an Effective and Productive Team in 21st Century
Become a Better Manager and Impactful Leader.



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OVERVIEW

This program covers the essential skills necessary to be both a more productive manager as well as a more effective leader. The training course begins with a close look at our present beliefs, managerial values and practices. It then proceeds to consider ways in which we can create a healthy environment and motivate our people to the full extent of their capabilities.

All aspects of Situational and Action Centred Leadership are studied as well as managerial skills in a wide variety of areas. The Managerial Leadership training course concludes with an examination of characteristics of organizational excellence.

In order to be a highly successful, today's organisations demand that managers must possess a wide variety of managerial skills and utilize the most powerful leadership techniques. In this workshop you will learn to:

- Advance the quality of your managerial skills
- Intensify the impact of your leadership style
- Generate superior performance in your area of responsibility

WHO SHOULD ATTEND?

- Managers interested in developing their managerial skills
- Managers seeking to enhance their leadership skills
- Managers who desire to improve operational performance

PROGRAMME OBJECTIVES

- Closely examine their present mindset and its implications
- Develop their ability to motivate for maximum effect
- Gain appreciation for the impact of organizational culture
- Strengthen their personal leadership skills
- Realize how situations affect our leadership approach
- Sharpen their managerial skills in a variety of areas
- Learn to be a high impact manager
- Discover an appreciation of what makes organizations excellent

DURATION: 2 Days

PROGRAM OUTLINE

MODULE 1 - PREPARING TO BE A LEADER

- The power of effective personal goal setting
- Raising your personal standards
- Evaluating your present beliefs
- Directing your brain for optimum results
- Harnessing the impact of your values
- Designing your destiny

MODULE 2- A PERSONAL INVENTORY

- An Introduction to Kouzes and Posner
- Model the Way
- Inspire a Shared Vision
- Challenge the Process
- Enable Others to Act
- Encourage the Heart
- A Personal Inventory
- Creating an Action Plan
- Set Leadership Goals
- Address the Goals
- Seek Inspiration
- Choose a Role Model
- Seek Experience
- Create a Personal Mission Statement

MODULE 3 - THE POWER OF MOTIVATION IN A HEALTHY CULTURE

- Harnessing the power of shared vision
- Building an atmosphere of trust
- Creating support for honest, open communication
- The critical impact of mutual respect
- Motivation by understanding and meeting human needs
- Gaining the benefits of Maslow's hierarchy of needs

MODULE 4 - LEADERSHIP, THEORY AND PRACTICE

- New concepts in managerial leadership
- Critical skills for effective leadership
- The various roles a leader must carry out
- Choosing the appropriate style of leadership
- Effective decision making and problem solving
- Productive methods for performance improvement

MODULE 5 - MANAGERIAL SKILLS DEVELOPMENT

- Building effective teams
- Dealing appropriately with conflict
- Managing the process of change
- Overcoming the challenges of meetings
- Handling stress appropriately
- Managing work relationships

MODULE 6 - ACHIEVING EXCELLENCE

- Attributes of excellent companies
- Understanding the McKinsey 7 S framework
- Developing a bias for action
- Unleashing organizational creativity
- The practice of knowledge management
- Breaking down the barriers to excellence