

Management & Leadership

The road to effective management and leadership

Objectives

At the end of this workshop the participants will have enhanced their understanding of:

- the different tasks, roles and functions of managers and leaders
- how to identify potential managers and leaders
- personal strategies to become a respected leader
- leadership styles and their effect on performance
- how to optimise internal and external processes to be cost effective, customer orientated and transparent
- running the management process effectively

Contents

- profiles for managers and leaders
- the management functions: planning, organising, leading, controlling
- the leadership functions: people, personal mastery, style, skills, shared vision, role-model,
- charismatic leadership: blessing or curse
- pillars of effective organisation structures
- how to organise a unit according to workflow

Methodology

Course activities are a mixture of case studies, role-plays and group exercises ensuring an interactive dialogue between lecturers and participants. The participants are encouraged to try out the course material in simulated real-life business situations. The training strategies we use help the participants to transfer their workshop experiences to their daily business.

Target Group

Professionals in a management or leadership position and those with leadership potential

Prerequisite

Intermediate standard of English

Duration

3 days