

Management Skills Program

Duration: 3 Days

Description

Management Skills Program

The purpose of this program is to enable participants to understand the evolving dynamics of today's business world and the critical importance of effective management. Participants will have the opportunity to objectively assess and enhance their existing management skills while clarifying their future goals and acquiring the essential competencies needed to achieve them.

Throughout the program, participants will learn the tools and methods required for effective management at both individual and organizational levels. Additionally, they will develop solution-oriented approaches to overcome challenges and gain practical strategies to implement in real-world business environments. By the end of the program, participants will be equipped to create actionable steps to apply their learnings in the workplace.

Outline

4/4 Leadership Model in a VUCA World

Business and Resource Management

- Demonstrating Continuous Improvement
- Solution-Oriented Thinking
- Team and Performance Management
- Strategic Decision-Making

Vision Development and Current Situation Assessment

- Strengths & Development Areas

Knowing Yourself to Lead Others

- What's Happening in Our Brain?
- How Does Change Happen?
- Why Does Resistance to Change Occur?
- Judging Mindset vs. Learning Mindset

Essential Skills for Leadership

Planning, Organization & Self-Management

- What Are Long-Term and Short-Term Planning?
- What Does Productivity Mean for Individuals and Organizations?
- Understanding "Urgent" and "Important" Concepts for Prioritization
- Evaluating One Day Based on Urgent vs. Important Criteria and Defining Action Steps
- Nervous System Regulation Exercises for Self-Management

Team Performance Management

- High-Performance Team Model
- Stages of Team Development
- Managing Differences Through Diverse Perspectives
- A Multi-Dimensional Leadership Model for Performance Management
- **Group Activity:**
 - Creative Solutions for Communication, Visibility, Connection & Productivity Problems
 - Presenting Findings

Strategic Decision-Making

- What Is Strategy? What Are Strategic Thinking & Decision-Making?
- Best Practices & Case Studies in Strategic Decision-Making
- Methods for Making Strategic Decisions

Prerequisites

There are no prerequisites for this course.