



## MANAGING PEOPLE EFFECTIVELY

Managers will be able to reflect on their own management style, increase flexibility and learn tools and techniques to manage more easily and effectively. This course provides managers with valuable tools to enhance performance, cooperation and outcomes in the work place.

### OBJECTIVE

Today's managers are continuously under pressure to bring about increased performance from themselves and their teams. In this course managers will be able to reflect on their own management style, increase flexibility and learn tools and techniques to manage more easily and effectively.

### COURSE FORMAT

Workshop delivery style course with active involvement of delegates-one day course (10:30 to 16:30).

#### At your location

We can bring this course to your corporate location with group pricing upon application (minimum three delegates).

### DATES AND DURATION

10:30 - 16:30. Check course schedule for dates or enquire with our office.

### COURSE CONTENT

- Your management style preferences;
- How to use the 6 main management styles to increase your effectiveness as a manager;
- Understand what motivates people to behave as they do;
- How to influence people to change their behaviours;
- How to deal with difficult people and get them on your side;
- Using powerful questioning techniques to motivate people to find their own solutions;
- Delegating effectively;
- Goal setting and performance measurement with reference to MBO theory

### SUITABLE FOR

Those new to management or who wish to develop their management style. Professionals who have been promoted into management and wish to gain insights into managing people more effectively.

### BENEFITS

Broaden your management style; Increase your own performance and the performance of your team; Become an influential manager; Motivate teams and empower them to create their own solutions; Avoid conflict and reduce stress at work.