

ENHANCING YOUR MANAGEMENT SKILLS

Overview

Ultimately, managing is all about driving performance. But how do you elicit the level of performance needed from your staff to produce bottom-line results and visible success for you and your team?

In this accelerated program, learn the critical success factors of goal alignment, coaching for performance, building trust, and driving team results. Receive practical, state-of-the-art tools and techniques for holding conversations that set clear expectations, providing focused feedback, and generating trust and commitment through challenging times. Walk away with a set of new capabilities and enhanced confidence to enable breakthrough performance.

Who Should Attend

Mid-level managers who are looking to build their managerial capabilities

Benefit & outcomes

- Develop a clear and aligned leadership agenda
- Set work expectations for others that increase efficiency, effectiveness, and bottom-line impact
- Handle challenging performance issues by providing ongoing coaching and feedback
- Lead high performance teams to solid results
- Rebuild and enhance trust for heartfelt commitment

Note: Participants receive a certificate of completion following the program.

Program Curriculum

Day One: Aligning for Performance

- Opening discussion/activity: The drivers of change
- Introduction, workshop overview and objectives
- Understanding your role
- Management versus leadership
- Prioritizing your work/maximizing your impact (Part 1)

- Developing an aligned agenda
- Prioritizing your work/maximizing your impact (Part 2)
- AIM – Assessment instrument for managers
- Assessing your managerial capabilities
- Setting performance expectations
- Simulation: Managing performance (Part 1)
- Skill practice: Setting expectations with a direct report
- Wrap-up, review and preview

Day Two: Coaching for Results

- Welcome back, review and preview
- Sources of motivation
- Ongoing coaching and feedback
- Simulation: Managing performance (Part 2)
- The coach's challenge
- Coaching for commitment
- Simulation: Managing performance (Part 3)
- Handling challenging conversations
- Skill practice: Your challenging conversation
- Activity: Red-Blue
- Wrap-up, review and preview

Day Three: Leading for Commitment

- Welcome back, review and preview
- The power of teams
- Leading high performing teams
- Building trust in the workplace
- An exemplary leader: Colonel Chamberlain
- Learning preview
- Your development plan
- Team leadership development planning
- Closing

Linkage Training Programs are approved by the following organizations

