

Leadership Orientation: How to Manage Relationships with Peers and Subordinates?

Do you understand your leadership orientation and leadership style?

Do you know of transactional leadership?

Do you know how to maintain a good relationship and grow your organisation?

Introduction

In today's increasingly interconnected business world, it is vital to acquire essential managerial skills and tools and maximise them to impact performances positively. This program is designed for employees who are transitioning into a new managerial role. This program takes participants beyond the traditional managerial functions and into building a learning and high-performance team.

Program Objectives

This program aims to:

- Provide a clear understanding of the role as a new manager within the macro and micro environments you are working in;
- Equip leaders with sufficient knowledge and skills to manage peers, subordinates and bosses.

Learning Outcomes

After completing this training, participants shall be able to:

- Acquire the essential skills and tools in managing relationships with subordinates, peers and bosses
- Gain the vital skills and tools necessary to optimise your performance as a new manager in the face of emerging changes and trends;
- Execute your new role with greater confidence

Who should attend?

CEO, Senior Managers, Team Leaders, or anyone who is interested in developing leadership skills in their lives.

Methodology

Case studies, forum discussion, role-play, presentations, gamification

Program Outline

Time	Day One
9.00am– 10.30am	Leadership Roles and Functions The first module covers the concept of leadership, the key to effective leadership, the principles of leadership, reality leadership approach, manager grid and the leadership styles.
10.30am-11.00am	Break and Networking
11.00am-1.00pm	The Changing Environment the Prerequisite to Grow In this module, the participant would learn how to identify the characteristics of the new workplace and the new workforce, describe the impacts of these characteristics on a manager and identify the competencies expected of a manager.
1.00pm-2.00pm	Lunch Break and Networking
2.00pm-3.30pm	The Changing Environment and Managing Change Implications on Self-development In this module, the participants would learn the importance of self-development in meeting these expectations, identify individual strengths and limitations as a manager. The participants would be readied with the transition roles of a manager.
3.30pm-4.00pm	Break and Networking
4.00pm-5.00pm	The Manager as a Team-builder The participants need to understand the differences between groups and teams, identify characteristics of effective and ineffective teams. Also, the participants would learn the roles of a manager in building teams. This is a practical session where the participants would identify five conflict resolution strategies.

Time	Day Two
9.00am– 10.30am	The Manager as an Effective Delegator This module helps the participants to recognise their delegation skills and understand the need to delegate. There would be the role-play session where the participants need to demonstrate the right method to delegate the work to their subordinates fairly.
10.30am-11.00am	Break and Networking
11.00am-1.00pm	Develop a structured Approach to Effective Delegation The participants would learn the various methods to delegate work fairly among employees. In addition, the participants would learn how to identify the strength of the employees before delegating work so that the task they would be delegated based on their interest and their strength.
1.00pm-2.00pm	Lunch Break and Networking
2.00pm-3.30pm	Identifying Gap of Motivation: Essential Skills of a Manager This module starts with defining motivation, understanding the basic motivation theories. The participants share a methodology to capture the needs and the wants of the employees to identify their motivation gap. With the right motivation identification, the managers become more efficient and more effective.
3.30pm-4.00pm	Break and Networking
4.00pm-5.00pm	The Manager as a Motivator In this module, the participants are trained how to discuss to meet the needs of the employees. At the same time, the participants are using tools to identify some barriers to fulfilling their needs. From the analysis, the participants would need to develop an action plan to motivate their employees.