

Introduction to Team Leadership



A one-day Workshop for new Managers and Team Leaders

- Have you recently been promoted to team leader or manager?
- Or perhaps you are about to be promoted? Congratulations!
- Would it help to discover some management techniques so that you can be more effective in your new role? Then our *'Introduction to Team Leadership'* workshop is for you.

This Workshop will enable managers and team leaders to start developing a range of skills and techniques which, when mastered, can be used to maximise their own performance and that of their team.

Here's what you will learn on the Workshop:

- Making the change to being a 'manager';
- John Adair's Model - Action Centred Leadership and how it applies to you;
- Your role as a team leader/manager - discover the key management tasks and competences;
- Task v People - your preferred leadership style;
- How to communicate most effectively with the team;
- Getting the job done - tips for ensuring that you are organised;
- What motivates you and your team;
- Getting the best out of people - how to develop and stretch your team;
- Situational leadership - applying the right style to the situation;
- Teamwork - steps to building a successful team;
- Learning to be an effective leader - questionnaire for your on-going leadership development in the workplace.

This workshop involves completion of a variety of questionnaires for personal discovery, self-analysis and development.

We also recommend a post-course one-to-one coaching session to follow-up your post course leadership development questionnaire.

**To Book: email - annette.handford@hja-consulting.com
Call: 01235 531341 www.hja-consulting.com**