

Management Skills - How to Survive and Thrive

Training Description

This course is designed to support delegates who wish to protect their business during periods of uncertainty caused by recession. In difficult times many people lose sight of their core objectives and potentially talk themselves into recession. The real challenge is to optimise the use of major assets (people) colleagues, employees, suppliers, customers and all other contacts. The day will examine how to get the most out of others to ensure all opportunities are maximised and all risks are minimised. It will also review the importance of working towards strategic objectives and how they should be aligned to the needs of the business.

The Course Suits

This course will suit individuals at all levels who are working in either a naturally competitive/aggressive environment and/or a business in a market that is going through a recession.

Training Benefits

- An opportunity to try out fresh ideas by taking a creative approach to routine situations
- Recognition of essential internal and external contacts
- How to use feedback to produce accurate evaluation and continuous improvement.
- A chance to review objectives and potential strategic changes
- How to motivate individuals to take greater ownership and responsibility for their role and actions
- Develop an understanding of what causes stress and how to handle/minimise it

Course Timetable

09:30 - 9:45 Coffee & Course Objectives

09:45 - 10:15 Thinking Creatively

How to take a creative approach to thinking and problem solving. Understanding the models and tools available to help you.

10:15 - 11:00 Managing Stakeholders/Networks

How to identify your key primary and secondary stakeholders. This section will give you key tips on how to network successfully and receive the benefits.

11.00 - 11.15 Break

11:15 - 12:00 Feedback

How to improve your use of one of the most effective communication skills and gain continuous improvements by using the EEC model.

12:00 - 12:45 Strategic Objectives

A chance to understand what is strategic and what is not. Agreeing objectives that are SMARTER than SMART and shape direction for the future.

12:45 - 13:45 Lunch

13:45 - 14:15 Vision

A chance to explore one of the key skills used by effective leaders and how vision can be used as the key driver for business success.

14:15 - 14:45 Motivation

How to gain commitment from colleagues, achieve positive results and create a 'can do' culture.

14.45 - 15.00 Break

15:00 - 15:30 Ownership

How to maximise the benefits of taking ownership for your actions and encouraging others to do the same.

15:30 - 16:00 Managing Stress

A chance to identify the causes, recognise the physical symptoms and behavioral changes and how to manage them effectively.

16:00 - 16.30 Summary & Action Plans