

Effective Management

Duration: 1 Day

Developing as a Manager

- The Role of an Effective Manager
- Personal Skills Development

Communicating Successfully

- Speak Without Talking
- Manage Better By Listening
- Assert to Achieve

Creating Successful Solutions

- Identify the Core Problem
- Solve Problems Creatively
- Implement Solutions Decisively

Empowering Your Workgroup

- Delegate For Results
- Coach for Achievement
- Evaluate Staff Performance

Cultivating Great Teams

- Create an Invincible Team
- Inspire Team Success
- Team Briefings for Success
- Resolve Conflicts Positively