

Leading, influencing and team-working

3 day programme

How good are you at getting things done through other people?

What is the programme?

- designed for new or experienced managers, team leaders, project leaders, supervisors and senior team members, in fact anyone whose job requires them to get things done *by, through or with* other people.
- draws on much psychology and behavioural research into leadership and management situations
- introduces management skills from three aspects: leadership (the “me” aspect); influencing and motivating others (the “you” aspect) and behaviour in teams (the “we” aspect).
- encourages delegates to relate the lessons and models to their own workplace situation.
- comprises: classroom tuition, practical workshops, individual coaching and peer and instructor feedback.

What are the objectives?

On completion, participants will:

- know leadership qualities and leadership styles as related to their own jobs and colleagues
- understand research models on work motivation, know their own and others’ motivations
- know and have practised a model for coaching as a management style
- understand the importance of openness and the role of feedback as an interpersonal skill
- know and understand team roles and their application to the workplace

What topics are covered?

Numerous research approaches, models and tools for managers, including:

- the role of the manager
- Blanchard’s Situational Leadership model
- Likert’s management systems and styles
- McClelland, McGregor, Maslow and Herzberg’s models for motivation
- Hunt motivation index
- coaching: Whitmore’s GROW model
- team roles inventory
- power, work planning and delegation

“I was fearful of leading a group at first. This experience really helped me to develop the confidence to encourage and motivate my people”. (New manager, VISA international)

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