

Foundations of Management for First-Line Leaders

Duration: 5 Half Days

Course Description:

To be operationally competitive, all companies need to develop their first line leaders to have a strong foundation of management skills necessary to be effective in their roles and responsibilities. Many of the actions and management decisions of first line leaders, supervisors, and managers will impact the success of a business, the level of engagement in the workplace, and the delivery of customer value and satisfaction.

Having a solid grasp of the Foundation of Management principles applies to all leaders managing different sizes of organizations — large or small, for-profit, or not-for-profit. Even solopreneurs and owners of small businesses need to be concerned about management principles in terms of planning, organizing, leading, and controlling the different functions of the company to be successful as an organization. Studies have shown that the most common reason attributed to small business failure is a failure on the part of management and execution.

Most companies operate in industries that are becoming a highly volatile, complex, and competitive environment. Hence, a leader's primary responsibility is to address day-to-day issues promptly and collaboratively. The leader must be able to plan, organize, lead, and control well the various functions in their department and area of responsibility. This program will allow first line leaders, supervisors, and managers to develop the necessary skills to execute their roles and responsibilities in the company

Course Objectives:

- Learn the Foundations of Management framework.
- Understand the different principles and processes involved in planning, organizing, leading, and controlling functions in managing a team.
- Appreciate the basic levels of management and leadership.
- Develop management skills important for leaders in transitioning well to their management and leadership roles.
- Strengthen leadership and decision-making capabilities of first line leaders

Target Audience:

This program is designed for first line leaders, supervisors, managers, and individual contributors who want to transition well in their current or new management roles. This course is also intended for the leaders who need to strengthen their leadership skills so they can manage their responsibility for the team and the company better

Course Outlines:

- Fundamentals of Management
- Self-mastery and personal strengths profile
- Problem-solving conceptual framework and methodology
- Brainstorming processes and techniques
- The communication framework necessary for collaborative critical thinking initiatives
- Application to day-to-day problems and issues

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training@trends.com.ph
(+632) 8863-2123
www.trendssacademy.com.ph