

Management Skills for New Managers

A comprehensive toolkit for motivating and managing your team

10 – 11 May 2023

This is an **interactive Virtual Instructor-Led Training (VILT)**. Kindly ensure you have a working Webcam and Headset with Microphone.

- ✓ Strictly limited number of seats to ensure maximum learning and experience for all delegates
- ✓ Thorough and customised program to address current market concerns
- ✓ Provision of a digital certificate to delegates at the end of the training

KEY BENEFITS OF ATTENDING

- **UNDERSTAND** the difference between leadership and management, and the role for each in a team
- **KNOW** the key principles to follow for better time management
- **UNDERSTAND** how to manage different personalities in your team
- **HAVE** an easy-to-use toolkit to learn individual motivations
- **LEARN** how to delegate effectively and successfully monitor performance in a way that maintains morale
- Confidently **APPLY** the 4 stages of team development
- **OBTAIN** strategies to use when dealing with difficult situations and tension in your team