



**PST TRAINING (PTY) LTD**

# PST Training (Pty) Ltd

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## Managerial Leadership (Existing Managers)

### Overview

In today's hyper-competitive business climate, managers who help employees achieve their individual potential stand to get - and stay - ahead.

### Objectives

This course will focus on Effective Leadership, Teambuilding, Problem-Solving, Motivation and Communication.

### Course Prerequisite

None

### Language of Delivery

English

### Delivery Methods

Course is facilitated by a competent subject matter trainer, who utilises a combination of the following techniques to ensure that the session is practical and experiential: Discussion; Role Play; Exercises & Case Studies; Videos/DVD's; Games, Slide Shows & Written Questions.

### Who should attend?

New Leaders or Managers / Supervisors / Team Leaders

### Course Outline

#### This course consists of the following 5 modules

<b>Module 1</b>	Role of Leadership; Characteristics of Effective Leaders; Leadership Skills; Vision and Goals; Communicate and Support Vision; Implement Vision
<b>Module 2</b>	Employee Roles; Employee Priorities; Employee Motivation; Employee Apathy; Motivate Yourself; Setting & Achieving Goals and Objectives; Delegation
<b>Module 3</b>	Decision-making and Problem Solving; Leading during Change; Resolve Conflict; Effects of Change; Failures and Mistakes
<b>Module 4</b>	Attributes of a Good Leader; Qualities of Leadership; Appraisals; Lead by Example; Manage Time and Reduce Stress
<b>Module 5</b>	Adair's Rules in Motivating People; The 50:50 Rule; Getting the Best from People; Most common Mistakes made by Managers; Creativity and Innovation

### Additional Information

<b>Duration</b>	1 Day	
<b>Includes</b>	<ul style="list-style-type: none"> <li>Comprehensive Manual (Classroom)</li> <li>Electronic Manual (Online)</li> <li>Lunch &amp; Refreshments (not applicable to on-site and online training)</li> </ul>	<ul style="list-style-type: none"> <li>Electronic Certificate (on successful completion of the course)</li> <li>Electronic Trainer Feedback Report</li> <li>Electronic Delegate Feedback Questionnaire</li> </ul>