

>> Award in Leadership and Management Skills (ILM) - 4 Days

[www.ti2.ae](http://www.ti2.ae)

## Overview

This 4-day course is an interactive workshop designed to develop the leadership and management skills of practicing or aspiring first line managers. It will provide attendees with ILM Award in Leadership and Management Skills –Level 3. This will benefit Managers who want to grow their leadership skills fast and achieve success. Being an effective leader in a highly competitive business environment involves much more than just getting things done, higher levels of supervisory skills are required.

This course is a concise qualification consisting of three mandatory units through 30 hours of guided learning plus 30 hours of individual learning time. Candidates are taken through techniques of solving problems in the first unit, explore leadership styles in the second unit, then finally in the third unit of this qualification candidates look at motivating and developing teams.

## Purpose

Those attending will benefit by:

1. Identify what makes a highly effective leader;
2. Understand the concepts of how to lead;
3. Find out what employees expect from you as a leader;
4. Deliver constructive feedback in a way that produces positive change;
5. Understand what motivates people;
6. Establish confidence and trust with employees;
7. Supervise teams without hassles or stress;
8. Develop better communication techniques with peers and employees;
9. Identify how to handle difficult or sensitive situations more confidently;
10. Know how to increase visibility within your organisation.

## Content

This 4-day course consists of the following topic areas:

- ▶ Solving Problems and making decisions
- ▶ Introduction to Leadership
- ▶ Leading a team effectively

## Target Audience

Practising or aspiring managers who want to get certified by learning important skills that translates into real results. New managers who have had no formal management training. Managers who require direction and developing new ideas so they are able to overcome specific team challenges. Employees who have been identified as having leadership potential and want to develop the skills required.

## Highlights

All Managers are expected to understand the concepts of how to lead their team effectively. They need to manage their team's expectations and provide feedback that result in a positive attitude. Many situations will require careful handling that gains the respect and understanding of their team to establish confidence and trust.

This 4-day course will give Managers the certification, tools and techniques needed to improve performance and become a more effective leader.

## Registration

Ti<sup>2</sup> will handle all registration for this course through an approved Training Request Form (TRF) submitted online through the LMS [Ti2.inajzat.com](http://Ti2.inajzat.com)

## For more information contact:

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