

Me as a Manager

Workshop Contents

Module #1

Me as a Manager covers the following. It can be run as a half day workshop, as 4 x 1 hour sessions or 2 x 2 hour sessions.

<p>Section 1: Management vs Leadership</p> <p>In this first section we cover the latest thinking on management vs leadership and what impact the different parts of both have on productivity. We also discuss and review how managers roles are made up of and any changes needed.</p> <p>Learning Outcome: Better understanding of role components/impact and changes needed.</p>	<p>Introductions 10 mins</p> <p>Content & discussions 45 mins</p> <p>Action Plan 5 mins</p>
<p>Section 2: Management Strengths</p> <p>Now we review the different skills managers had as a team member, which could hold them back and which are transferable to being a people manager. We also review the skills of a people manager and where their strengths and areas to develop are, and discuss different ways to grow management skills.</p> <p>Learning Outcome: A map of strengths and areas to develop.</p>	<p>Reviewing your skills 30 mins</p> <p>Growing skills discussion 20 mins</p> <p>Action Plan 10 mins</p>
<p>Section 3: Management Challenges</p> <p>We move into discussing the different challenges managers face including being friends with their team, advocating policies they may not agree with, managing remotely and more. This is an interactive session focused on sharing ideas and techniques to overcome these challenges.</p> <p>Learning Outcome: Having an action plan of which techniques to use.</p>	<p>Content and discussion 45 mins</p> <p>Action Plan 15 mins</p>
<p>Section 4: The Manager I want to be</p> <p>Lastly we cover an easy to use model to understand the 4 personality styles in the workplace, and map what to watch out for as well as develop a statement of what type of manager each person wants to be.</p> <p>Learning Outcome: Understanding all the styles and having your own charter set.</p>	<p>Personality Styles 30 mins</p> <p>Map 10 mins</p> <p>Charter 20 mins</p>