

## The Leadership & Management Transition



Date	Venue	Fees
06 - 17 Jul 2020	London	\$11,900
08 - 19 Nov 2020	Dubai	\$11,900

\*This fee is inclusive of Documentation, Lunch and Refreshments and exclusive of 5% UAE VAT

### Training Course Overview

To be effective as a manager of people requires a combination of leadership and management capabilities. This is equally the case for supervisors, middle management and senior management. Gaining appropriate skills early in one's working life provides the foundations for future career development. As one transitions from a functional role to a managerial role, the focus of work changes from doing everything oneself to enabling others to deliver. Understanding theory and gaining confidence in practice leads rapidly to greater effectiveness. This Anderson course offers opportunities to develop leadership and management capabilities at a crucial stage in delegates' careers.

### Training Course Objectives

This 10-day Anderson training course offers delegates opportunities to learn about leadership and management theories and discover how to apply them according to needs in different situations. Packed with many practical exercises and a safe environment in which to practice new skills, delegates will:

- Understand the value of excellent leadership and management skills
- How to become an effective leader of people
- A deeper self-awareness leading to greater confidence and capabilities in managing resources
- Develop strategic thinking and problem-solving abilities
- Develop greater organisational awareness: the need to build networks, communicate effectively and meet customer expectations

#### The Certificate

- Anderson Certificate of Completion will be provided to delegates who attend and complete the course.

### The Structure

This comprehensive Anderson training course consists of two modules which can be booked as a 10 Day Training event, or as individual, 5 Day training courses.

- Module 1 - The Leadership Transition
- Module 2 - The Management Transition

### Designed for

This Anderson training course is suitable for a wide range of professionals who are in the process of transitioning to roles needing greater leadership and managerial capabilities. For example:

- Employees about to progress into supervision or management
- Current Supervisors who are interested in building their management skills
- Team Leaders, site, operations and production Supervisors
- First time Managers yet to receive management training
- Young employees identified as 'high potential' future Managers

### Training Course Outline

Amongst a wide range of valuable topics, the following will be prioritised:

- The skills and qualities of an effective leader
- Delegating, problem solving and decision making
- Developing relationships, building networks
- Improving interpersonal skills for effective communications
- Developing resilience, coping mechanisms
- Gaining knowledge, skills and attitudes for managers at your level
- Preparing for promotion
- Aligning objectives
- Working effectively with support functions: HR, IT, Finance
- How to support an organisational culture of learning and improvement

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