Course Overview:

Participants attending this program will develop their understanding of the self-management skills and management behaviors required by the supervisor manager.

Course Objective:

- Develop an understanding of different approaches to management, including leadership styles
- Identify and understand the building blocks of talent management.
- Learn how to set up a talent management system.
- Understand the linkages that exist between organization excellence and effective people management.
- Learn how to identify, keep, develop and promote your organization's best people.
- Diagnosis, Solve problems and implement solutions creatively.
- Define problems clearly and set unambiguous standards for solutions

Course Outline:

- The role of the presidents
- Establishing the difference between management and leadership
- Understanding the performance management cycle
- Identifying your role within the team or group
- Identifying those issues which steal your time.
- Managing stress
- How does stress affect you?
- Defining anger
- Managing anger
- The anger process
- Learning to relax
- How to manage self-generated stress
- How anger affects your perceptions

Who Should Attend:

This course is designed for supervisors and team leaders or those aspiring to these positions.

Training Language:

EN / AR

Training Methodology:

- Presentation & Slides
- Audio Visual Aids
- Interactive Discussion
- Participatory Exercise
- Action Learning
- Class Activities
- Case Studies
- Workshops
- Simulation