

## Course Overview:

This Program offers an extensive training on Delegation & Empowerment Skills in the 21st Century. This workshop will provide the most comprehensive training on leadership and managerial effectiveness in formal organizations with practical suggestions for improving leadership skills. It introduces The Nature of Leadership, The Nature of Managerial Work, Perspectives on Effective Leadership Behavior, Motivation is the key to any successful people management role. This course is designed to help managers develop their motivational techniques, by understanding what is required, what works and then implementing a personal action plan.

## Course Objective:

- Respond rapidly to changing circumstances and employ time and resources more productively
- Delegate effectively in team, virtual and cross-functional environments
- Assess your own delegating ability and address your hesitations about delegation
- Give employees the authority and responsibility they need to get the job done
- Avoid common mistakes of delegation, including reverse delegation
- Understand the theories behind motivation
- How to apply good motivational techniques
- How to motivate oneself

## Course Outline:

- Delegating, more important than ever
- What is delegating?
- Who delegates to whom?
- Why delegate?
- Why hesitate to delegate?
- Requirements for successful delegating
- The delegating process
- Planning to delegate
- Common causes of delegating problems
- Delegating to teams
- Delegating to colleagues and co-workers
- Building your power base as a problem solver
- Creative problem solving
- What are the steps in the creative solving process?
- Moving From Weakness To Strength
- Stop Procrastination
- Attitude
- Motivating people

## Who Should Attend:

- Human Resources Manager
- New managers without previous experience
- Top Management
- Marketing Managers

## Training Language:

EN / AR

## Training Methodology:

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

## Venue | Date | Fees

Riyadh | 12-05-2024 | 10,350 SAR  
Riyadh | 30-06-2024 | 10,350 SAR  
Khobar | 30-06-2024 | 10,350 SAR  
Khobar | 10-11-2024 | 10,350 SAR  
Riyadh | 10-11-2024 | 10,350 SAR  
Khobar | 15-12-2024 | 10,350 SAR

-Operations Manager