

**Course Overview:**

- Help clarify roles and responsibilities of the new job.
- Adjust to the new role with confidence and an assurance they can handle the position.
- Grasp the importance of setting goals, planning and prioritizing, in order to achieve organizational objectives.
- Organize time, work and effectively use of delegation.
- Inspire employees and align the team.
- Use of appraising as a control method and managing employee performance.
- Use different techniques in developing their people

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**Course Outline:**

- The Role of the Supervisor
- Goal Setting for Peak Performance
- Organizing and Delegating Effectively
- Leading for Results
- Coaching for Success
- Working with Others

**Who Should Attend:**

- Basic level supervisors who are responsible for the work of first level supervisors, and experienced supervisors who are being developed for promotion.

**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 | 05-05-2024 | 10,350 SAR  
Riyadh | 23-06-2024 | 10,350 SAR  
Khobar | 23-06-2024 | 10,350 SAR  
Khobar | 03-11-2024 | 10,350 SAR  
Riyadh | 03-11-2024 | 10,350 SAR  
Khobar | 08-12-2024 | 10,350 SAR