



# BUILDING EFFECTIVE MANAGEMENT SKILLS

Management is a crucial function of any organisation, and effective managers are essential to the success of their teams and the organisation.

A 2 DAY INTENSIVE IN-PERSON OR ONLINE COURSE WITH 1 HOUR MONTHLY FOLLOW-UPS FOR 6 MONTHS



**CUSTOMISABLE IN-HOUSE TRAINING OPTIONS, SUCH AS A 360-EVALUATION AND POST-TRAINING COACHING**

## CORE MANAGEMENT TOPICS

- Leadership Styles
- Management Skills
- Decision-making Approaches
- Delegation Techniques
- Professionals Development Conversations
- Communication Rituals and Rhythms
- One-on-One Meetings
- Goal Setting for Performance
- Performance Management Conversations
- Feedback Strategies and Checklist
- Energy Management and Self-care
- Employee Well-being

## WE OFFER

### THE FUNDAMENTALS OF MANAGEMENT

This training program is designed to provide participants with an understanding of the fundamentals of management and develop skills to become effective managers. Through interactive discussions, case studies, practical exercises, participants will learn how to lead, motivate, and develop their teams

### WITH THE OBJECTIVES THAT...

Upon successful completion, participants will be able to :

- Understand the fundamentals of key management principles
- Develop skills to lead and motivate teams
- Learn strategies for effective communication and problem-solving
- Develop skills for talent development and performance management
- Foster a culture of compassion and well-being in the workplace



**MORPHOSIS**

# Leading with **DIVERSITY, EQUITY, AND INCLUSION**

Inclusive leadership is a critical factor in building a diverse, equitable, and inclusive workplace.

## ABOUT THIS COURSE

This training program is designed to provide participants with the knowledge, skills, and tools to become inclusive leaders who promote diversity, equity, and inclusion in the workplace. Through interactive discussions, case studies, and practical exercises, participants will learn how to recognise unconscious bias, build diverse teams, and create a culture that values and leverages differences.

## OBJECTIVES

- Develop inclusive leadership skills for promoting diversity, equity, and inclusion in the workplace
- Understand the Six Signature inclusive leadership traits and its impact on the workplace
- Recognise and mitigate unconscious bias
- Build diverse teams and create an inclusive culture
- Enhance business success through diversity, equity, and inclusion



## COURSE HIGHLIGHTS

- 2 x 3-hour sessions followed by 6 monthly 1-hour follow-up and peer discussion groups
- Can be done online or in-person
- Presentation and graduation for certification
- Pre- and Post self-evaluation survey
- Optional 360 evaluation on learned/implemented traits for continuous learning and development
- A combination of interactive discussions/workshop activities, case studies, and practical exercises to engage participants and enable them to apply concepts learned in a practical setting.
- Interactive workshop activities
- Customisable in-house training