

LEADERSHIP SKILLS FOR SUPERVISORS

Develop your leadership game Plan-become a take-charge supervisor. This seminar will explore how supervisors can maintain technical expertise while demonstrating the right type of leadership. It will give you the personal, interpersonal and group skills to be influential in one-one situations, facilitate group performance and become an overall effective leader.

HOW WILL YOU BENEFIT

- Asses your behavioral style to capitalize on the strengths and shore up weakness
- Improve your listening skills
- Communicate more effectively
- Enhance your ability to influence
- Overcome common roadblock to managing conflict
- Develop your coaching and mentoring skills
- Acquire higher-level interpersonal skills
- Become familiar with continuous performance appraisal
- Approach employee, peer, and senior management to derive the best from everyone

WHAT YOU WILL COVER

- How to empower yourself and your staff
- How to build credibility and trust
- Analyzing effective listening processes and skills
- Learning participative leader skill and techniques
- The three steps of the continuous performance appraisal process
- Coaching, mentoring and how to give constructive feedback
- Decision-making tools for effective leadership
- Teams vs. work groups: learning to lead and build effectiveness

WHO SHOULD ATTEND:

Supervisors who wish to develop the individual, group and one-one leadership skills they need to keep up with their evolving career.

