Booking and enquiries: 01752 222140

Web: www.skilltec.co.uk



To discuss this course or book your place: Call: 01752 222140 Or visit: skilltec.co.uk

Leadership and Motivation

DURATION

1 Day

COURSE OVERVIEW

This course will cover how to use a range of leadership styles to get the best from, and develop your staff. You will learn how to create an environment where your staff will feel motivated.

TARGET AUDIENCE

This course is for anyone who has responsibility for staff, their performance and their development.

LEARNING OBJECTIVES

On completion of this course, delegates will be able to:

- Describe your responsibilities within the programme.
- Describe your personal objectives for attending this programme.
- Differentiate between leadership and management.
- Describe the roles and responsibilities of an effective manager.

PRE-REQUISITES

To get the most from this course you should be responsible for the day to day performance of staff members or moving into a role where you do. If you currently do not have that responsibility, the course will give you an insight into the role of a leader but you may not have the experience to make personal links to the content.

COURSE OUTLINE

The following topics will be covered during this course:

- Leadership v Management.
- The roles and responsibilities of a leader.
- Characteristics of an effective leader.
- Motivating staff.
- Leadership styles
- Staff development levels.
- Matching style to the person.
- Personal action planning.