

Reed-Robbins Performance Solutions



Leading & Managing A High Performance Team

3-day programme

0800 083 8013
www.reedrobbins.co.uk

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"You must take personal responsibility. You cannot change the circumstances, the seasons, or the wind, but you can change yourself. That is something you have control of." - Jim Rohn

What's the course about?

This programme is a fantastic opportunity for managers to be introduced to the skills, knowledge and attitudes necessary to build, lead and manage a high performing team.

This course is highly participative and includes demonstrations, practical exercises, questionnaires and discussions to build awareness, skills and confidence so you feel ready to practice your new skills straight away.

Is this course right for me?

If you are motivated to succeed and need to build a successful, high performing team around you so you can achieve incredible goals together, this course is for you!

What you will learn:

- You will learn about your role as a manager and what it takes to become a positive influence on the people you manage.
- You will learn how to communicate in an effective and confident way, to build great relationships and motivate people in the way that works best for them.
- You will understand what makes people tick and how to rally a supportive team around you.
- You will understand the difference between leadership and management, when to be focused on task, team or individuals and what leadership style you are naturally.
- You will also understand what creates conflict and how to resolve it, as well as how to become more resilient during challenging times
- You will also learn vital coaching techniques to support your team towards greater performance

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What you will gain?

By the end of this course you will:

- Understand human psychology and why we do what we do
- Understand how to manage people using a variety of styles
- Demonstrate positive and influential communication
- Use coaching and feedback to improve team performance

Pre-requisites?

None

Checklist:

- Suitable for: Junior/Middle
- Bespoke: Available
- Length: 3 days
- Individual Coaching - Available

Before the Programme

- *Delegates complete the Leadership Styles and Learning Styles Questionnaires and bring them to the course*

The Management Role

- The role, purpose and key responsibilities of management within the organisation
- Characteristics of a great manager
- Skills of a great manager
- Differences between leadership and management

Communication & Influence

- Using emotional intelligence in management
- Improving self awareness
- Verbal and non-verbal language
- Building rapport to maintain great relationships
- Positively influencing people
- Using emotional equity

Management Style

- Adair's Model of Task, Team and Individual Focus
- Leadership styles and when to use them

Planning & Preparation

- Prioritising your work
- How and what to delegate

Dealing with Challenges

- Resolving conflict
- Avoiding stress

Coaching for Performance &

Appraisals

- What is coaching?
- Using the Grow Model
- Setting targets and objectives
- Giving and receiving feedback
- Managing different learning styles



Getting in touch...



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- Performance Psychology
- Influence & Persuasion
- Communication Skills
- Presenting Skills
- Coaching Skills for Managers
- Cultural Change Programmes
- NLP Trainings & Qualifications
- Engagement Programmes
- Leadership Programmes
- Management Programmes