

Future Leader Programme

Leadership Development For Current or Aspiring Managers



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Are you confident that your current or aspiring managers have the skills and attitudes needed to get the best out of their people now and in the future, helping to guarantee the success of the organisation?

Most functional or standalone specialist roles rarely focus on people management or leadership skills, therefore many in first line management positions (or those who aspire towards them) may lack in-depth exposure to the required skill set.

Growing managers towards leadership roles is more difficult without this type of gap firstly being closed. This programme tackles this development over 10 separate areas, including:

- **Operations v Strategy**
- **Communication**
- **Motivation**
- **Influencing**
- **Team Building**

An overview of these and all other areas of the programme are given overleaf. Every one of the five sessions is entirely focused on your managers learning skills that they will instantly translate to actions in the workplace. These practical sessions will not only involve them learning the theory required, but they will work on the real situations to cement their understanding.

EVH developed this programme with VR Growth and their Course Leader will deliver the sessions. Gordon Robb is an experienced Facilitator and Leadership Coach who has been working in the field of Leadership and Communication for over 25 years. His relaxed style allows people to learn while challenging and expanding their current thinking.

The timings are as follows:

9.30am	Session starts
12.30pm	Buffet Lunch
16:30pm	Session concludes

**Programme over five full days:-
Wednesday 1, 15 & 29 May and 12 & 26 June 2019**

TOPICS COVERED

Operations v Strategy: Delegates will explore the similarities and differences between the level they currently operate at, i.e. the operational, and their potential responsibilities as a business leader, ie. the strategy.

Employee Engagement: Delving into one of the most important topics in leadership today—fully engaging your people. Delegates will understand what Employee Engagement is, so they can begin to work out their strategy for using the leadership skills they will learn.

Communication: Continuing to lay the foundations of people management skills, we concentrate on the importance of communication, from one-to-ones, written briefings, team meetings and communicating externally. We also cover specific communication issues experienced by the delegates.

Influencing and Assertiveness: Linked with communication, delegates analyse their own 'local' i.e. one-to-one and small group communication skills and how their level of assertiveness is helping or hindering the message. We also analyse the importance of assertive behaviours when feeling apprehensive/dealing with difficult situations. In the case of influencing, the group will spend time investigating in which situations they need to influence others and identify how to influence to maximum benefit.

Professional information presentation: Still working on the inputs from the previous weeks we will spend time taking the delegates through a systematic approach to designing, writing and presenting information. The discussions surrounding this approach will cover the variety of stand-up presentations that the delegates may be called upon to deliver, e.g. team briefings, client presentations etc. This systematic approach will also be used to take the delegates through report writing.

Teambuilding: This topic will show the delegates how to manage a team or teams. It will take them through team leadership skills and will also look at objective setting for teams and managing through others.

Stewardship delegation: Continuing the theme of 'achieving objectives through others', here we will discuss the importance of identifying areas of responsibilities for those within the organisation and how tasks are measured.

Performance Management: One of the areas that is most lacking in today's managers is the ability to proactively manage people's performance. This session will look at the subject from the Strategy to the Appraisal and give the delegates the skills to tackle what are normally considered the difficult conversations associated with poor performance. Steps will be taken to integrate this into your organisations existing appraisal process.

Managing time: Re-prioritising and the skills of organisation are looked at here with the delegates being given the opportunity to look at their own job role and work out where they are spending their time in order to improve their effectiveness.

Putting it all together: The last part of the programme not only gives the delegates an opportunity to review and recap, it ensures there is a clear plan of how the skills will be continually implemented for the benefit of the delegate and the business. It uses development plans in order that future training is identified in a focused way and that the development covered already is integrated.

FURTHER INFORMATION

Contact Events@evh.org.uk or 0141 352 7435 with any queries or requests for further information.

VENUE

All dates will be held in Betty's Room at the EVH offices, 137 Sauchiehall Street, Glasgow, G2 3EW.

COSTS

This programme offers incredible value for money for EVH Members at only **£685 + VAT** (double this price for non-members).

HOW TO BOOK

If you wish to book, simply complete the attached booking form and return it to Events@evh.org.uk and we will be in touch.