

BE EFFECTIVE LEADERS!- A LEADERSHIP PROGRAM FOR SUPERVISORS OF THE 21ST CENTURY

DURATION: 2 DAYS

TIME SCHEDULE

Time: 9:00am to 5:00pm

Lunch Break: 1:00pm to 2:00pm



INTRODUCTION

Leaders are one of the most important factors in determining the success of an organization. Now in the 21st century where the world is moving in a way faster pace with little signs of slowing down, with the younger millennials generation started to take place in the talent pool, supervisor's leadership had just gone up to the next level of significance. Talents productivity and job performance at the workplace is merely a reflection of the supervision given. When it comes to operational effectiveness the role of a supervisor as a leader is the key factor to maintain and also raise the efficiency of the team. This program is designed to groom the supervisors to be the superstar of operations and also able to raise their leadership qualities, team effectiveness and also productivity through managements skills, motivation and attitude drive.

BENEFITS

At the program's conclusion, participants should be able to:

- Visualizing the transition to leadership role efficiently
- Identifying just what supervisory leadership is all about
- Identifying what are the different types of supervisory leadership that suits them the best
- Awareness of their own strengths and room for improvements in terms of leadership.
- Profiling themselves and their team to better understand how to connect & adapt effectively.
- Creating effective communication and instructions within the team or with other teams in the organization.
- Motivating and coaching themselves and their team for better productivity and results.
- Developing better problem solving and decision making skills.
- Build a moving forward plans and develop solutions for themselves and their team.

KEY CONTENT

DAY 1

MODULE 1: THE SUPERVISOR OF THE 21ST CENTURY

- Program Context Setting
- Working Agreement
- What are these things we call supervisors & leaders
- The leader I want to be
- Supervisor roles of the 21st century...
- The Flamholtz Leadership Effectiveness Framework

MODULE 2: CHALLENGES IN SUPERVISORY LEADERSHIP

- The Great Wall Of Q
- Reality check – Real time case study @workplace
- Issues & Challenges for leaders @workplace – ICSA Model
- Bridging The Gap – In the organization

MODULE 3: THE VALUES OF US

- VEC Process – Individuals & Team
- Aligning and leveraging on the values
- What motivates me & my team

MODULE 4: PROBLEM SOLVING & DECISION MAKING FOR LEADERS

- Problem Solving Cycle
- Different styles of problem solving
- The Art of decision Making
- Creative Decision VS Uniformity Decision
- Challenge – Group Juggle

DAY 2

MODULE 5: LETS COMMUNICATE EFFECTIVELY

- The elements of effective communication
- Challenge – Hot Seat
- Listen to the talents – Actively listen
- Instruction VS orders
- Choices of words & nuances

MODULE 6: KNOWING MY TEAM

- Profiling Behaviour using DiSC
- 12 competency of DiSC behaviour
- How to connect to... How to lead my talents
- Discover, Navigate & Adapt

MODULE 7: WHAT'S NEXT

- The Leadership Support System
- Achieving the KPI.... & more
- Creative Leadership – The Fish! Philosophy
- Supervisors Forum

- Theories & Methodology of supervising

AUDIENCE

- Non-executives leaders
- Supervisors
- Supervisors candidates
- Managers

METHODOLOGY

The method of learning would include:

- Content Based / materials
- Audio/ visual aids
- Assessment base
- Case studies reference
- Feedback / sharing
- Role-play