

'NEW TO MANAGEMENT'

The skills and behaviours needed to succeed as a first level manager are different to those required to succeed as a member of a team – indeed, the changes are probably greater for someone moving into their first managerial role than they will be at any future point in their career. The changes required, if not learnt at this stage, may impact a person's performance for years to come.

Unfortunately for many new managers, the training they receive sometimes does not recognise the fundamental changes they need to make. With guidance however, most new managers can quickly understand and start to put into practice the necessary skills and behaviours.

OUTLINE

The 'New to Management' course starts by discussing the skills and behaviours that the new manager should display – what they should be doing more of and less of compared with their previous role as a team member.

The course then covers specific areas in which the new manager will need to develop their skills. The emphasis is on how they lead their team and deliver results through them.

Towards the end of the first day, to ensure that the learning from the course is translated back into the workplace, candidates develop individual action plans. These action plans tackle specific areas that they have identified as needing attention during the course of the day. On the follow up training session progress on the actions plans is reviewed, is refocused and revised if necessary, and the learning from the first day is refreshed.

PRESENTER

Fiona Carter, director of CMF Solutions. Fiona has many years' experience, formerly as a manager in blue chip organisations and now as a coach and consultant.

BENEFITS

'New to Management' helps to move new managers towards fulfilling their role more completely. This would be expected to pay dividends in terms not only of the performance of their team but also the potential of the new manager to progress on to more demanding roles.

WHO SHOULD ATTEND?

The course is aimed primarily at new managers. However a more experienced manager may benefit from the course if they currently struggle to balance priorities and deliver effectively through their team.

DETAILS

The 'New to Management' course consists of a 1 day session followed approximately eight weeks later by a ½ day follow up. It can be delivered in-house or as an open programme.

FURTHER INFORMATION

Please contact Fiona Carter on 01642 646609, or email fiona.carter@cmfsolutions.co.uk