



**asc**  
training and  
development

# Leadership Skills for Supervisors and Managers

## Duration

2 Day

## Format

Face to Face

*"If your actions inspire others to dream more, learn more, do more and become more, you are a leader."*

John Quincy Adams

## Mastering leadership

Are you prepared for the challenges of leading others?

Join us for a 2 day leadership development course aimed at new and existing leaders. The course is packed with strategies, case studies and tools that provide a strong foundation on which to develop your own individual leadership style.

The program has a proven track record in supporting individuals to become more effective leaders. We identify the critical skills that can be the difference between success and failure as a leader, and provide opportunities for participants to develop these competencies over the 2 days.

## Career Outcomes

Participants will develop skills, knowledge and confidence to lead others in the role of a Team Leader, Supervisor or Manager.

## Testimonials

*"The delivery of the course was engaging and interesting, great instruction, very knowledgeable and helpful...insightful to know about my management style." - SA Museum*

*"I found this workshop as being highly inspirational and I know that it generated a genuine desire amongst all other participants to become better leaders within their own organisations." Aida, Gawler Community Corrections*

*"The best things about this workshop was the interaction, open communication. The 2-way between facilitator and learners. It was well structured and enjoyable." Richard Tucker, Fielders*

## Day One

### *What makes an excellent workplace in Australia?*

Unpack a study which looks at what characteristics make for great Australian workplaces.

### *Work motivators*

What motivates Australian workers to stay in their job or seek other opportunities?

### *Communication*

What happens when the communication process breaks down and simple steps you can implement now to improve your listening skills.

### *Leadership Styles*

We introduce Kurt Lewin's Leadership Styles model, Tannebaum & Schmidt's Leadership Continuum and Blake and Mouton's Managerial Grid and explore how they remain relevant in modern workplaces.

### *Leading vs. Managing*

Is there a difference? Which are you? When is which required?

### *Emotional Intelligence*

Rate yourself against Daniel Goleman's five main elements of emotional intelligence and devise an action plan to address the shortfalls.

### *Resilience*

The importance of presenting and maintaining a positive self-image. Consider your own attitude anchors which help maintain the energised, positive attitude you need to be a highly effective leader.

### *Conflict Resolution*

Complete the Conflict / Negotiation Management Style assessment tool and discover which of the five different styles you prefer. Take this back to your team and let them have an opportunity to deliver you some feedback.

**For more information, contact:**

**(08) 8410 2627**

**[www.asctraining.com.au](http://www.asctraining.com.au)**

## Day Two

### *Managing change*

“You can’t step into the same river twice”. Explore John Kotter’s Eight Steps of Change and how change relates closely to Kubler-Ross’s Grief Curve. Understand the possible effects change may have on your team, and develop the skills to implement change more effectively.

### *Teams*

Complete the highly functioning teams assessment tool. Rate your team against the 15 criteria and devise an action plan to address the shortfalls. Take the tool back to the workplace and continue the conversation with your team.

Explore Marcus Child’s 12 questions that matter – the answers to which will reveal engagement levels.

What is meant by ‘humble leadership’?

### *Stress*

What happened to the ‘Age of Leisure’ as predicted in 1967?

Complete the Holmes-Rahe Scale (which can prove to be an eye-opener!)

### **Format**

Leadership Skills for Supervisors and Managers is run over two days, from 9:00am- 5:00pm each day.

### **Follow up Webinar included**

2 months after the program all participants are invited to take part in a follow up webinar. You simply need connection to the internet and a headphone set with microphone. This informal conversation will give participants the chance to share experiences and how they have applied the leadership tools discussed during the workshop.

### **Investment**

\$990 inc GST

### **Inclusions:**

- continuous coffee, tea and morning tea and Lunch
- course learning materials

### **Course Dates**

Monday 19 & Tuesday 20 February 2018

### **Training Venue**

The Berri Resort Hotel  
Rivervie Drive  
Berri SA 5354