



MANAGEMENT

M15 ESSENTIAL PLANNING, ORGANISATION AND DELEGATION

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The responsibilities of a manager continue to change with the evolving organisation. To create powerful impact, successful managers need to create and deliver value whilst improving organisational performance. This impactful course challenges delegates to develop a greater awareness of their role and accountability and to build new approaches to achieving organisational goals. By incorporating the required skills and techniques, delegates will become increasingly more confident in their decision making, learn to optimise quality and performance, and inspire others towards sustained success.

SKILLS ATTAINED

- ✓ Manage diversity and different behaviour
- ✓ Incorporate decision making
- ✓ Organise work-flow and delegation
- ✓ Optimise quality through value analysis
- ✓ Understand functional process mapping
- ✓ Creating effective communication across the organisation
- ✓ Managing the change process

COURSE INFORMATION

 5 Training Days


17 - 21 Jun 19 (London)
29 Jul - 02 Aug 19 (London)
28 Oct - 01 Nov 19 (London)
24 - 28 Nov 19 (Dubai)
13 - 17 Jan 20 (London)
23 - 27 Mar 20 (London)
29 Jun - 03 Jul 20 (London)

 London: £3600 + VAT
Dubai: \$4400

 Companies nominating 3 or more delegates to attend the same programme will enjoy a special discount on the course fees.

 Upon completion of one of our CPD certified courses, delegates will be awarded both an LMC certificate and a CPD certificate. No examination required.

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COURSE PROFILE

Managing People Effectively

- ✓ Defining the manager's role
- ✓ Understanding different behavioural patterns
- ✓ Managing diversity and equality
- ✓ Delegation and supervision

Ascertaining Manpower Requirements

- ✓ Talent management
- ✓ Building loyalty and rewarding achievements
- ✓ Appraising and developing an effective employee reward system

Managing for Improved Performance

- ✓ Strategic planning
- ✓ Decision making
- ✓ Effective control and managing underperformance

Optimising Quality

- ✓ Value analysis
- ✓ Function process mapping
- ✓ Using time effectively

Leading and Managing Change

- ✓ Becoming a positive change agent
- ✓ Overcoming resistance to change
- ✓ Team building and co-operation
- ✓ Internal communication

WHO SHOULD ATTEND

This dynamic course is structured for supervisors, team leaders and middle managers who wish to enhance their managerial skills to contribute constructively to the organisation's performance. It would also benefit those showing real potential to advance quickly up the hierarchy.

COURSE BOOKING

 +44 (0) 207 724 6007

 training@lmcuk.com

 www.lmcuk.com

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"Thanks to all the tutors for their excellent way of training."

Mohammad Ghuloom
KOC, Kuwait