

An Intensive 5-Day Training Seminar On

The Practical Leader

Developing and Leading High Performing Teams

02 - 06 Feb 2020, Dubai

20 - 24 Sep 2020, Dubai



 View Details

The Practical Leader

Developing and Leading High Performing Teams

INTRODUCTION

The Practical Team Leader training course will allow you to explore what you actually do hour by hour, day by day, week by week, month by month as a team leader. Other training courses will teach you the theory of leadership, concentrating on style, vision, mission and values. This EuroMaTech training course will show you the practices you should adopt and the habits you should develop to succeed as a team leader.

You may already know what good leaders do. You will hopefully have experienced good leadership in others, and you will also have encountered poor leadership. This EuroMaTech training course will give you the confidence to do what you know is right in leading your team.

WHO SHOULD ATTEND?

- Team Leaders
- Supervisors
- Superintendents
- Human Resource, Executive Resource or Personnel Staff
- Training Officers
- Anyone preparing for a leadership role

PROGRAMME OBJECTIVES

- Identify steps to create a close, mutually trusting relationship with team members and colleagues
- Techniques to engage with and motivate employees
- Develop and manage teams for optimum performance
- Deal with under-performers in a positive, constructive way and encourage and support good performers
- Delegate and empower effectively and in particular, communicate and run meetings effectively
- Handle team change effectively

TRAINING METHODOLOGY

This EuroMaTech training methodology used is designed to encourage maximum participation by all delegates. The presenter will suggest ideas and theories to the delegates and then encourage them to test out the ideas by the use of discussion, small group work, exercises and feedback. Each day of this training session will end by delegates completing their own record of what has been learned on the day and considering how the ideas might be transferred back to the workplace.

PROGRAMME SUMMARY

The Practical Leader training course will concentrate on the everyday activities and practices that will lead you to success as a team leader. Delegates will understand the principles underpinning the team leadership role and responsibilities, will develop personal skills for dealing with the demands made by the role and will be confident and supportive in future dealings with staff and within the organisation more broadly.

PROGRAM OUTLINE

DAY 01

Team Motivation

- Identifying motivating factors in the 21st Century
- Tools, techniques and approaches to motivate your team
- Intrinsic and extrinsic motivation
- Engaging your followers
- Team leadership behaviours that enhance motivation

DAY 02

The Practices of Successful Leaders

- Getting the team to perform
- What turns a group into a team?
- Building mutual trust across the team
- Empowering employees to make decisions
- Delegation for increased productivity
- Running effective meetings

DAY 03

Managing Performance

- High performing team leaders
- Valuing and supporting team members
- Recognising and rewarding team performance
- Creating a high-performance team culture
- Motivating and managing poor performers
- Accomplishing goals and tasks within time constraints

DAY 04

The Skills and Competencies of a High Performing Team Leader

- Communicating Purpose, Objectives and Tasks and Clearly
- Effective Listening Techniques
- Ensuring the team Communicate Effectively
- Recruiting and retaining the right people
- Improving performance through timely and appropriate feedback
- Engaging with colleagues to ensure Win-Win

DAY 05

Helping the Team Cope with Change Effectively

- Leading and supporting change with the team
- Understanding the emotional stages of change acceptance
- Developing team resilience
- Valuing diversity in the team
- Coaching the team to take action
- Action plan for The Practical Team Leader

IN-HOUSE TRAINING

EuroMaTech is capable of conducting this training programme exclusively for your delegates. Please e-mail us on inhouse@euromatech.ae for further information and/or to receive a comprehensive proposal.

QUALITY CERTIFICATIONS & ACCREDITATIONS

EuroMaTech is proud to be associated with the following accreditation bodies:



The PMI® Registered Education Provider logo is a registered mark of the Project Management Institute, Inc.

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✓	Date	Venue	Fee(\$)
	02 - 06 Feb 2020	Dubai	US\$4,950
	20 - 24 Sep 2020	Dubai	US\$4,950

*This fee is inclusive of instruction materials, documentation, lunch, coffee/tea breaks & snack. All Fees are subject to 5% Value Added Tax (VAT).**

Your Details

Name (Mr/Ms):.....
Position:..... Organisation:.....
Address:.....
.....
City / Country:
Telephone / Fax:

Mode Of Payment

- Please find enclosed a cheque made payable to EuroMaTech
 Please invoice me
 Please invoice my company as follows:

Contact Name:
Company Name:
Address:.....

Documentation

High Quality material has been prepared by the Seminar Leader for distribution to delegates. In addition, a special note pad to facilitate note taking will be provided.

Certificates

A Certificate of Completion will be issued to those who attend & successfully complete the programme.

Schedule

Our Course timings commences at 08:30 and concludes at 14:00, followed by lunch on a daily basis.

Hotel Accommodation

EuroMaTech has negotiated special rates for a limited number of rooms in the hotel. Early registration will help to secure a room at the reduced rate.

Registration & Payment

Please complete the registration form on this page & return it to us indicating your preferred mode of payment. For Further Information, Contact Your Nearest EuroMaTech Office.

Cancellation Policy

Request for seminar cancellation must be made in writing & received at EuroMaTech three weeks prior to the seminar date. A U.S.\$250/- processing fee will be charged per delegate for each cancellation. Thereafter, we regret that we are unable to refund any fees due, although in such cases we would be happy to welcome a colleague who would substitute for you.

Disclaimer

EuroMaTech reserves the right to alter the content, location of the Seminar, or the identity of the speakers in case of events beyond our control.

***VAT Announcement:** The Government of UAE have introduced Value Added Tax (VAT) on goods and services from 01-January-2018. In compliance with the legislation issued by the UAE Government, we will be applying a 5% VAT on the fees for all our programs and services offered from January 2018 as applicable and stipulated in the FTA circulars.

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Training Seminars & Conferences