



Acumen Sales Training

SHARPENING SKILLS • SAVING TIME

MANAGING PEOPLE – PART TWO PROSPECTUS

OVERVIEW

The Managing People Workshop Part 2 will facilitate managers to get the best from their teams. It will help them to prepare and conduct effective team meetings, forward plan targets and performance strategies. It will enable them to identify and reward good behaviour and reprimand in a timely manner. This course is endorsed by the Institute of Leadership Management (ILM) and is designed and delivered as an interactive workshop. Our aim is to give the managers the structure and tools they need to manage their people with confidence with clear goals and as individuals.

WHO IS IT FOR?

- ⌚ Middle Management
- ⌚ Team Leaders
- ⌚ Management Development Candidates
- ⌚ Managers who want to Coach and Train
- ⌚ Managers who want to plan target strategies
- ⌚ Managers who wish to reduce attrition
- ⌚ Managers who want to develop and retain employees

OUTCOME – YOU WILL KNOW

- ⌚ How to set process goals
- ⌚ How to plan outcomes
- ⌚ How to conduct effective team meeting
- ⌚ How to be a One Minute Manager
- ⌚ How to conduct effective One 2 Ones
- ⌚ How to performance manage your individuals

WORKSHOP OUTLINE – 1 DAY

Our Out Bound Workshops are held in modern conferencing facilities. Your trainer is available to coach you in both your learning and practice modules. All training is interactive and full support is given both during and post workshop. Stationary and learning materials are also provided:

Workbook

CD – Performance Management Collateral

ILM Development Certificate

Lunch and refreshments

On-line Support and Newsletter

For further details call:

Coral Horn – Client Consultant

Tel: 01253 399500 Mobile: 07870 394970

Email: coral.horn@acumensalestraining.co.uk

www.acumensalestraining.co.uk

