

ILM ENDORSED MANAGEMENT SKILLS FOR NEW MANAGERS

“quip New Managers with the Skills, Confidence, and Tools to Lead Teams Effectively.”

Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

Introduction

Transitioning into a managerial role can be both exciting and challenging. This ILM-endorsed Management Skills for New Managers course is designed to provide newly appointed managers with the essential knowledge, practical tools, and confidence needed to lead teams successfully.

Participants will learn how to plan, delegate, communicate, and motivate their teams while handling the challenges of first-time management. Through interactive workshops, case studies, and practical exercises, this course focuses on building the foundational skills required to manage people, projects, and processes effectively from day one.

Objectives

By the end of this course, participants will be able to:

- Understand the roles and responsibilities of a new manager.
- Develop leadership and team management skills for motivating and guiding teams.
- Communicate effectively with team members, peers, and superiors.
- Apply planning, delegation, and time management strategies.
- Handle performance management, feedback, and coaching for team success.
- Manage conflicts and resolve workplace challenges constructively.
- Build credibility, influence, and trust within the organization.
- Implement practical strategies to drive team engagement and productivity.

Why Attend

Effective management is key to team performance and organizational success. This course provides new managers with actionable strategies to navigate the challenges of their role, foster a productive and positive team environment, and develop the confidence needed to lead effectively. Participants will leave ready to manage their teams with skill, clarity, and authority.

Target Audience

This course is suitable for:

- Newly appointed Managers and Supervisors
- First-time Team Leaders and Coordinators
- Professionals transitioning into managerial roles
- HR and OD professionals involved in leadership development
- Individuals aiming to strengthen foundational management skills

Individual Benefits

- Gain clarity on the role and responsibilities of a new manager.
- Develop essential leadership, communication, and team management skills.
- Learn practical techniques for delegation, planning, and performance management.
- Increase confidence in handling team challenges and difficult conversations.
- Build credibility and trust with team members and leadership.
- Enhance problem-solving, decision-making, and motivational skills.
- Prepare for long-term success in managerial roles.

Organizational Benefits

- Strengthen the effectiveness of newly appointed managers.
- Enhance team productivity, engagement, and performance.
- Reduce employee turnover through effective leadership.
- Improve alignment between management and organizational objectives.
- Foster a positive, collaborative, and accountable workplace culture.
- Build a foundation for sustainable leadership pipelines.
- Ensure consistent management practices across teams and departments.

Instructional Methodology

The training employs an interactive, practical approach through:

- Case studies of common management challenges
- Role-playing and scenario-based exercises
- Workshops on planning, delegation, communication, and performance management
- Self-assessment and reflection exercises
- Facilitator-led discussions and coaching tips
- Continuous feedback and Q&A sessions for skill reinforcement

Course Outline

- Module 1: Roles, Responsibilities, and Challenges of New Managers
- Module 2: Leadership Styles and Building Team Motivation
- Module 3: Effective Communication and Influencing Skills
- Module 4: Planning, Delegation, and Time Management
- Module 5: Performance Management, Feedback, and Coaching
- Module 6: Conflict Management and Problem-Solving
- Module 7: Building Trust, Credibility, and Professional Influence
- Module 8: Team Engagement, Collaboration, and Culture
- Module 9: Navigating Change and Leading Teams Through Transitions
- Module 10: Capstone Activity - Developing a Personal Management Action Plan

Certification

Upon successful completion, participants will receive an ILM-Endorsed Certificate in Management Skills for New Managers, recognizing their capability to lead, motivate, and manage teams effectively.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

In-House / Customized Training

Interested in running this course for your team?

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