



Essential Leadership Skills for Supervisors & Managers



30 June - 18 July 2024



Amman (Jordan)

# Essential Leadership Skills for Supervisors & Managers

course code: M9333 From: 30 June - 18 July 2024 Venue: Amman (Jordan) - Vip Business Center course Fees: 3750 Euro

## Program Overview

In this program you will learn about...

Leadership is all about providing direction for your team. Leaders commit to Implementing Good & Best Practices, Creating & Implementing Innovation, Setting the Example, Creating Great Teams and Feeling of Job Satisfaction in their Areas.

- This program will provide you the Essential Skills that will help you create a work culture that will bring productivity, job satisfaction and innovation to your department
- This program is a basic leadership program typically useful for professionals before they are asked to assume supervisory or management responsibilities
- The Program meets the ISO9001:2008 requirements for Basic Proven Capabilities of Supervisors and Managers before independent supervisory work assignment

## Program Content

- Understanding Good Management and Leadership
- Good Management Practices and Checklist
- Best Management Practices & Checklist
- Leadership Processes and Checklist
- A Continual Improvement System Methodology
- A System for Commitment & Supporting Innovation
- Supporting Processes
  - Systematic Organizing of Work
  - Effective Communications of Assignments & Objectives
  - Competency based Delegating of Work
  - Resource Planning & Management
  - Individual Needs based Motivating
  - Problem Solving
  - Team-working
  - Coaching
  - Knowledge Management for Leadership
- Your Individual Leadership Development Action Plan



