

## Managing and Supervising people for Success

<b>Dates:</b>	23, 24 September and 7 October, 2015	<b>Hours:</b>	8.30 am – 5.00 pm	<b>Fees: €417 (for HRDA eligible participants) €774 normal rate</b>
<b>Duration:</b>	21 hours	<b>Venue:</b>	EIMF Premises, Nicosia	Both rates include 19% VAT

### Introduction

In a time of globalization, mass production, where product lines blur and the future is uncertain, there will only be one differentiating factor for success. That is the ability to lead employees constructively so they are inspired to achieve the organization's objectives. Research now shows that the only way to accomplish this is to have a team of managers and supervisors who have the skills to coach and inspire people to do their best work.

The organization that can harness the collective potential of all its employees will create a most powerful force for developing long-term, positive growth. But, this will only happen with a skilled and supportive management team. By attending this programme participants will develop the skills necessary to increase employee morale, improve productivity and be less stressed

### What you will learn

**This course aims to enable participants to achieve the following objectives:**

Learning outcomes

- Understand today's inter-generational workforce and develop a culture that will attract and retain the best
- Recognize your employees' competencies and adapt your coaching style appropriately for positive performance
- Use power and influence constructively to achieve common objectives
- Develop an action plan to maximize your personal and professional potential

### Trainers: Dr Celia Hadjichristodoulou



BSc in Accounting and Finance from LSE (First Class), MPhil in Management Studies from the University of Cambridge (Distinction)

- PhD on Organisational Behaviour from Sheffield University, with an emphasis on leadership styles.
- Coordinator of EU funded project YOUNG LEADERS.
- Expertise for the past 10 years in EU funded programmes. First place among 151 proposals under the funding scheme of Enhancing Women Entrepreneurship in Cyprus.
- Has assisted clients from all over Europe to receive more than 6,3 mln EUR from EU funded projects in the past 5 years.
- Teaches Organisational Behaviour and Strategy at MBA and BSc level in business schools and universities.

- Top lecturer, based on students' evaluations.
- Authorised adult education trainer from HRDA.

**Antonis Karatzias****Manager of HR department and Head of EU funds Unit of Dias Publishing House**

- More than 25 years of managerial experience for successful companies in Cyprus and abroad
- Many years of expertise as a management consultant and trainer in leadership issues
- Life και executive coach.
- One of the main members of the scientific team of YOUNG LEADERS

The programme has been approved by the HRDA. Enterprises/ organisations participating with their employees, as well as unemployed people, who satisfy HRDA's criteria, are entitled to subsidy.



Αρχή Ανάπτυξης  
Ανθρώπινου  
Δυναμικού  
Κύπρου

## COURSE OUTLINE

### Session 1:

#### An Attitudinal Connection

- Developing a transformational mind set
- Understanding the phases of organizational development
- Motivating the new multi-spectral workforce

Complete the LSITM – personal guided exercise

### Session 3:

#### Influence for Impact Model

- Understanding leadership styles
- Defining your 'preferred style' through the Management Actions Situations©
- Recognizing and managing employee competencies appropriately

### Session 5:

#### Perceptions of Positive Influence

- Influence Potential© analysis
- Using the 8 sources of influence
- Personal vs. position power
- The new way of delegating

Discussion through questioning among participants

### Session 7:

#### Applying the Learning

- Leadership case study
- Analyzing your employee's behavioural competencies
- Identifying regressive behaviours
- Recognition, reinforcement and feedback
- Developing an employee growth action plan

### Session 2:

#### Managing an Inter-Generational Workforce

- Learn the latest research for motivating all generations of employees
- Understand the thinking and attitudes of these new employees
- Develop a culture to attract and retain the best

### Session 4:

#### Creating Communication Connections

- Celebrating our differences-interactive workshop
- Predicting a pattern of response from others
- React in a more positive and influential manner

### Session 6:

#### Your Leadership Behaviours

- Analyzing your LSITM results
- Understanding constructive, aggressive and passive behaviours
- Action planning to improve personal and team-based performance

### Session 8:

#### Implementation Strategies

- Creating a Personal Action Plan – personal guided exercise
- Setting personal goals for improving your leadership performance

### In-House Training

If you would like to discuss bringing this or another topic to your organization on an in-house basis please call us at 22274470 or email us at [info@eimf.eu](mailto:info@eimf.eu). To check our full course calendar please visit [www.eimf.eu](http://www.eimf.eu)