

Managing High Performance Teams

2 Day Course, £945 plus VAT

Course Overview

- Recognise your own management style and leadership qualities
- Know your strengths and weaknesses
- Select the most appropriate team members and develop them into a productive team
- Increase your ability to motivate teams
- Coach individuals to help them achieve their full potential
- Manage meetings and conflict situations through better communication skills
- Appraise staff effectively by providing constructive feedback and clear guidance
- Understand the principles of delegation

Who Should Attend?

- Managers, irrespective of function, who want to transform their team into a high-powered, motivated team that consistently arrives at successful outcomes
- Team Leaders, Project and Programme Managers
- Sales and Marketing Directors and Managers
- IT, Finance, Operations Managers
- Newly Appointed Managers

Level Rating:

Introductory – Intermediate

For details of other courses please visit: www.parkwell.co.uk/training



UNLOCK YOUR TEAM'S POTENTIAL

You will learn how to:

- Create a productive team environment
- Establish yourself as a leader
- Unlock your team's potential
- Negotiate for results
- Delegate with success
- Empower your team

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Managing High Performance Teams

A great team is the exception.

How can you have an impact on your team's performance?

High-performance teams are not just happy accidents of human chemistry – they are created by leaders.

How often have you heard that the success of a company was due to its leader?

How can you become that leader?

Unlock your team's potential.

Here is how to make it the rule.

This two day course concentrates on the skills and techniques needed to create a dynamic team with its own momentum.

"Good effort to relate course to our industry and individual roles and experiences"

Marketing Manager, Schroders

"I took on plenty of good ideas and it has had an immediate impact on the team performance, particularly with more effective delegation"

Project Manager, Royal Bank of Scotland

Please Contact:

Anthony Maddalena, Head of Training

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The Venue:

8 Laurence Pountney Hill, London, EC4R 0BE

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Course Agenda

Registration at 09:15. Course starts 09:30-17:00.

Day One

- 1. Introduction and Overview**
- 2. Team Leadership**
 - Line management vs. project management
 - Leadership styles
 - Manager's/Team leader's responsibilities
- 3. Team Building**
 - Leveraging diversity
 - Personnel selection
 - Team organisation
 - Team development
- 4. Motivation**
 - Fundamentals
 - Theories
 - Motivation management
 - A step-by-step approach
- 5. Delegation**
 - Advantages and disadvantages
 - When should we delegate?
 - Delegation process

Day Two

- 6. Communications**
 - Influencing skills
 - Communication considerations
 - Setting Meetings
 - Negotiation
 - Conflict resolution
 - Resolving politics
- 7. Coaching**
 - Why coaching is important
 - Coaching opportunities
 - Coaching principles
 - Developing coaching skills
- 8. Appraising Staff**
 - Adopting a structured approach
 - Setting objectives
 - Providing constructive feedback
 - Performance appraisals
 - Managing unsatisfactory performance
- 9. Encouraging Creativity**
 - Cultural challenges
 - Building a creative culture
 - Techniques for creativity
 - 9 secrets for creative teams
- 10. Conclusions**
 - Overview and messages to

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About Parkwell Training:

Parkwell Training is a division of Parkwell Management Consultants, a consultancy specialising in project management services. Parkwell has over 20 years experience in providing focused and practical consultancy services to help executives improve the way business and projects are managed.

Mentoring and Coaching Services

If you prefer a one-to-one approach, call Anthony Maddalena, Head of Training to ask about our coaching and mentoring sessions on: +44 (0) 20 7648 4888 or email: training@parkwell.co.uk

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