

Management Training 12-Week Course

Your Management Master Class



“ People are often promoted beyond the level for which they’ve been trained...”

Training frequently comes too late or not at all. A role becomes available either because it’s vacated or created through growth, and a suitable person is promoted to the role. They did well in their previous role, but management skills are not something we’re born with or that are learnt on the job. Promoting someone beyond their training is bad for them, bad for the team and the business.

What does it take to be a good manager? What knowledge and skills are required? It’s important that managers are provided the right training and appropriate insights to enable them to do their job properly. Otherwise you are just going to have a demotivated and inefficient workforce and your business won’t be able to grow as quickly as you’d like.

It seems like a natural progression, but we tend to find someone does their job well so they get promoted to a management position. Managing one or more team members. Everyone’s happy right? Wrong. In fact, it can spell disaster. The new manager can feel they lack the skills, knowledge and confidence to lead a team to success. And how could they if they haven’t ever had any management training?

Being good at *doing* a job is not qualification for *managing* a team. This is why we’ve designed this series of Management Training topics to educate and inspire managers as well as help them improve their effectiveness in the role.

The Workshop Series consists of the following topics:

Overview 12-week Management Training

Week 1 - What is Management

Week 2 - Management Competencies

Week 3 - Managing Daily Lists

Week 4 - Managing Weekly Lists

Week 5 - Managing Weekly Team Meetings

Week 6 - Managing 1-2-1 Meetings

Week 7 - Goals & Measures

Week 8 - 90-Day Planning

Week 9 - Reviews, Personal Developments & Discipline

Week 10 - Communication & Tools

Week 11 - Build Effective Teams through Systems, Training & Recruiting

Week 12 - Transition Manager to Leader

If you’re a business owner looking to develop your management team OR if you’re a manager and feel you’d benefit from training – this is for you. Let us help you improve the effectiveness of your management career.

Venue: Virtual Access via Web Portal & Zoom

Dates: New Class Starts Every Month

Investment: \$1500 per person

Request Training: Email or Call Mark Phelps

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