

COURSE DURATION

16 hours

COURSE SYNOPSIS

In many organizations, managers tend to work in silo with a tunnel vision. This 16-hours level 4 leadership course seeks to develop a manager's skills in developing an organization's vision, mission and values that is able to drive the business plans to fruition.

Managers will be equipped with knowledge, skills and abilities to facilitate collaboration among teams and to improve performance with corporate governance in mind.

COURSE OBJECTIVES

On completion of the course, learners will be able to:

- Lead teams to align their business objectives with the organization's vision, mission and values
- Develop business unit strategies and operational plans to meet organizational needs
- Adopt appropriate reflection methods and learning opportunities to improve strategy planning skills
- Develop corporate governance in management process to meet organizational needs

TARGET AUDIENCE

This training is relevant to managers from all levels and from any industrial sectors or businesses

ASSUMED SKILLS

- Learners must be able to read, write, speak and listen to English at secondary school level
- Learners to have minimum GCE 'O' level or ITE certificate education
- Learner should have at least 1 year's working experience in any industry

TRAINING METHODOLOGIES

Lectures, group discussions, case studies, skills practice and self-reflection.

COURSE CONTENT**Learning Unit 1: Discover the Leader in You**

- What is a Leader? Characteristics of a Leader
- Communicate the organization's vision, mission and values in terms of behaviours and expectations
- Model leadership behaviours that are aligned with the Vision, Mission and Values
- Assess the emotional needs of your team and respond to address their feelings of uncertainty and anxiety
- Communicate with your teams to garner buy-in and support to achieve your strategic business objectives

Learning Unit 2: Facilitate Team Performance

- Develop team plans and processes
- Develop business unit strategies
- Develop facilitation skills to lead and develop team plans and business strategies
- Inculcate a continuous professional development plan to improve your strategic planning skills

Learning Unit 3: Guard Corporate Governance

- Develop corporate governance processes to meet organization's needs
- Implications and impact of team plans and processes on corporate governance management processes
- Develop different methods of reflection and learning opportunities to improve on corporate governance and legal considerations
- Modify management processes to improve corporate governance and corporate social responsibilities