



# Leadership & Management

A one day, 5 star rated course from the training experts



# Leadership & Management Course

This is a one day introduction to management course in which you will learn the complete A-Z of what a manager needs to know when performing this role.

By the end of this course you will understand:

- The meaning of leadership
- The difference between leadership and management
- Important characteristics of an effective leader
- Explain how and when to apply leadership models
- Using communication skills to effectively get your message across
- Applying assertiveness techniques to influence and persuade people
- how to motivate your staff in in order to maximise their efforts

## Who should attend?

Anyone who manages, leads, or supervises a team. Managers who have not yet received formal training or managers, team leaders & supervisors looking for a refresher course.

Our interactive practical courses and learner centred approach, combined with small class sizes, provides the very best learning environment

Excellent course – the trainer really knew his stuff. I would recommend this to leaders of any teams and not just to “team leaders”.

The small group scenario was great as I really feel that I participated

Lynne Reeves | Project Management Team Leader

## Price and Venues

Manchester Science Park: £295 + VAT

Liverpool : £295+vat

(We offer group discounts)

## Private & One to One courses

We offer private and one-to-one courses throughout the UK. Please email or call us with your preferred venue, number of delegates and any requests.

Google

5.0 ★★★★★

No more than 6 Delegates

5 Star Rated courses

Practice led learning

3 months online support

Lunch & refreshments provided





# Leadership & Management COURSE OUTLINE

This course will teach you how to become a more effective manager and leader.

- Understand the concept of leadership in the workplace
- Distinguish between leadership and management techniques
- Understand the essential characteristics of a good leader
- Apply leadership models so as to lead people more confidently and effectively
- Appreciate your own and others behavioural styles in order to build rapport with people
- Identify how to use and implement management planning tools
- Recognise how to improve your face-to-face communication skills so as to become a more credible communicator

- Explore how to give effective developmental feedback so as to inspire change in behaviour of others
- Learn how to be assertiveness so as to influence and persuade
- Understand how to motivate your team to aspire to greater efforts
- Use delegation skills for successful results

Course was informative, entertaining and very practical.

Jonathan Gumery |

## How to book

To reserve your place on our Leadership and Management course, simply pick your preferred date from our website and send us an email or give us a call.

Or if you prefer, we offer private and In-House training on request.

Email: [info@mtraining.co.uk](mailto:info@mtraining.co.uk)

Call: 0161 226 6032

Or visit: [www.mtraining.co.uk](http://www.mtraining.co.uk)

We offer group booking discounts for two or more delegates.

