

# Leadership Development and Succession Planning (3 Days.)

*Aim: Lead talent development and prepare the succession for the sustainability of your organisation.*

**Introduction:**

For those moving into leadership & management role, the challenges can be daunting. It's not just about possessing the technical knowledge; it is now about building relationships and influencing others. The challenge for many new leaders is how to achieve results through other people. The workshop examines everything a new leader will need to know to build towards team success.

**Workshop Aims:**

During the workshop we will consider what 'Leadership & Modern Management means, and what the role of the Leader entails. We'll investigate what makes teams successful, and our role in the team's success. Leadership requires excellent communication, and we'll enhance our questioning, listening, and rapport-building skills, as well as investigating a some guidelines for successful meetings. We'll also discuss Time Management and 'Survival tips' to maximise your effectiveness, as well as your enjoyment of the Leadership role.

**Workshop Content**

- Communication and Meetings
- The Foundations of Leadership and Teams
- Principles for Effective Goal Setting
- Developing and Empowering People
- Rewarding and Correcting People's Behavior
- Conducting Performance Review Meetings
- Time Management and Survival Tips
- Effective Management Skills
- Organisational behavior

**How You Will Benefit**

- Understand Management Principles
- Develop leadership skills
- Improve confidence levels
- Become effective leaders
- Applications of performance benchmarking.

**All courses from AVTC Training Portfolio may be adapted to your needs and delivered to your offices!**

**Benefits:**

- *Ideal for groups of 10 or more*
- *Reduces training expenses by more than half*
- *Customized — tangible and concrete approach to problem solving for business results.*
- *Stimulates synergies among groups for developing best practices to generate results and cultural changes.*
- *Encourages open discussions: Issues are raised openly and solutions are uncovered for business results.*

**Designed for**

SENIOR MANAGERS    
  MIDDLE MANAGERS    
  MANAGERS / SUPERVISORS  
 TECHNICAL / STAFF

- Managers and supervisors
- Team leaders

