

# Management Essentials™

## overview

Management Essentials™ is an experiential training seminar that provides managers with a new understanding of fundamental management strategies. It strengthens managers' ability to lead professional teams collaboratively using a relationship-based process. Participants leave this program with better management skills and a stronger ability to get work done through others.



Learning new relationship skills helps managers to think outside the box. The result is that management skills are delivered from a new and more effective relationship-based paradigm. Management Essentials™ goes beyond the old ineffective top-down model to show managers how to grow morale, promote productivity and deliver greater profitability.



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## workshop benefits

- ▶ Delivers Foundational Management Skills
- ▶ Shows How These Skills Can Be Accelerated
- ▶ Deepens Awareness of Individuals & Teams
- ▶ Provides Tools to Promote Higher Morale
- ▶ Connects Higher Morale to Greater Productivity
- ▶ Bridges Greater Productivity to Profitability
- ▶ Strengthens Essential Communication Skills
- ▶ Teaches Management Coaching Techniques
- ▶ Supports Creation of a Positive Corporate Culture

## who should attend

- ▶ All Middle to Upper Middle Managers
- ▶ Team Leaders
- ▶ Staff Being Groomed for Management Roles

## workshop materials

Every participant receives a bound copy of the Management Essentials™ manual, containing an overview of the course plus work-sheets, examples and exercises.

1-800-501-1245

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[www.BoldNewDirections.com](http://www.BoldNewDirections.com)

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## discount options

Ask about our volume discounts for booking multiple workshops for your company, organization or association conference.

## one day option

This workshop may be offered in a one day format with optional follow up coaching. Contact us for more information or to discuss your organization's unique needs.

## book your workshop

Contact us today to discuss pricing and scheduling options that suit your organization.



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## day one

- ▶ Creating Safety, Confidentiality & Courage
- ▶ Assessing Current State of Management Team
- ▶ Overcoming Limiting Beliefs & Practices
- ▶ Connecting Morale, Productivity & Profitability
- ▶ Developing Manager-Leader Skills & Traits
- ▶ Understanding Behavioral Styles
- ▶ Coaching Employees to Success
- ▶ Working Through Communication Barriers
- ▶ Improving Communication Effectiveness

## day two

- ▶ Applying Day One Skills to Day Two Domains
- ▶ Understanding Motivation & Improving Morale
- ▶ Setting & Achieving Goals
- ▶ Benefits of Delegation for Your Team
- ▶ Building Teams to Increase Effectiveness
- ▶ Interviewing for Better Results
- ▶ Minimizing Conflict
- ▶ Creating the Team You Need
- ▶ Bringing the Essentials Together

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