



TM280: Situational Leadership



Training Description:

Do you want to drive the performance of your team on an ongoing basis?

Do you believe that one size fits all approach to manage teams, especially for those directly reporting to you meets with limited success?

Leadership is more effective when the leaders get the required task completed by their team. This is possible when the best managers possess the ability to get their projects executed by their team members seamlessly.

This requires them to adopt a leadership style or a mix of leadership styles on a day-to-day basis according to the maturity of their teams and individuals. They facilitate the challenges faced by their team members and empower them to have the willingness to take more responsibility.

They also educate their team members via different modes to accomplish the tasks assigned to them to ensure not only meeting the deadlines but also the performance standards.

It gives a framework for leaders and managers to match their behaviours with the performance needs of the individual or group that they attempt to influence. This will also help you address the challenges at any stage of your projects timely and thus ensure the success of your organization's blueprint.

Training Objectives:

By the end of the training, participants will be able to:

- ✓ Understand the different alternative styles of management and leadership
- ✓ Get clarity on the management mix and leadership approach
- ✓ Embed one language of performance throughout the business entity for setting goals and expectations
- ✓ Understand the impact of over-supervision and under-supervision
- ✓ Assess the performance readiness of individuals and team accurately
- ✓ Set the goals for the team members and align them with the goals of the organisation
- ✓ Create systems to track completion and performance of the tasks assigned
- ✓ Understand how to set goals and evaluate the performance
- ✓ Manage the growth of individuals and team to take on more complex assignments
- ✓ Improve job satisfaction and the morale of the team
- ✓ Develop a personal growth plan

Training Designed for:

This course is intended for Directors, C- Level Executives, Senior Management Team, Heads of the Departments, General Managers, Strategic Planners, Business Analysts, Managers, Supervisors and those who are involved in managing teams, those who wish to lead and manage the team in the future, ideally suited to those who understand that there is a need for autocratic and collaborative management styles as well and wish to understand when each is appropriate as well as Leaders with high potential.

Training Program:

FIVE DAYS:

- ❖ **Module 01: INTRODUCTION TO LEADERSHIP**





- Basics of Leadership
- Leadership behaviour
- What is Situational Leadership
 - Advantages of situational leadership
- Maturity Levels
- ❖ **Module 02: DIAGNOSIS**
 - The four levels of development
 - Assessment of your leadership style
 - Understand the competence and commitment level of self and team members required in every situation
 - Assessment of the level of development
 - Leadership Styles in the Past to the Leadership style from now onwards
 - Situational Analysis
 - Understand the demonstrated behaviour
 - Inclusive behaviour
 - Leadership Decisions on
 - How to get the thing done?
 - Identifying the best possible solution
 - Micro-management, macro-management, and a mix of two
- ❖ **Module 03: FLEXIBILITY**
 - The 4 styles of leadership
 - Learn to incorporate flexibility in each of these leadership styles
- ❖ **Module 04: GOAL SETTING**
 - Setting goals and outcomes
 - Formulate KPI's
 - Balance them as per lead and lag indicators
 - Defining priorities
- ❖ **Module 05: PERFORMANCE**
 - Planning for performance
 - Coaching on daily basis for performance
 - Performance Evaluation
 - Role of Communication in performance
- ❖ **Module 06: THE MANAGEMENT PROCESS**
 - Setting the framework for contracting
 - Developing Competence and commitment
 - One-minute appreciation
 - One-minute expression of disapproval
- ❖ **Module 07- BEING IMPACTFUL**
 - Successful vs. effective leadership
 - Core beliefs and value underlying the leadership model
 - Understand the situational variables to consider when choosing leadership styles
- ❖ **Module 08- PRACTICE**
 - Practising each of these leadership styles
 - Developing skills in opening and continuing the conversation



- ❖ Course Conclusion
- ❖ Final Examination and EVALUATION

Training Requirement:

“Hand’s on practical sessions, equipment and software will be applied during the course if required and as per the client’s request.”

This training course is available upon request in English or Arabic. Content, location and duration can be adapted to your specific wishes. It is therefore possible to focus on specific modules of the training course as per client’s learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures, Concepts, Role Play
- 30% Workshops & Work Presentations, Techniques
- 20% Based on Case Studies & Practical Exercises
- 20% Videos, Software & General Discussions
- Pre and Post Test

Training Certificate(s):

Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Fees:

As per the course location - This rate includes participant’s manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:30	Recess (Prayer Break & Lunch)
13:30 - 16:00	Last Session

For training registrations or in-house enquiries, please contact:

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Training & Career Development Department

