

Leadership, Teams & Motivation Skills

INTRODUCTION

This Course addresses the skills of Leadership, Team Development and Motivation of Others. This practical course enables delegates to practice the skills they learn within the course to enable them to develop their own 'effective' styles.

COURSE OBJECTIVES

By the end of the Course delegates will have:

- **Distinguished** how a leader can differ from being a Manager
- **Reviewed** various leadership styles and recognised their own preferred leadership style
- **Defined** the qualities of an effective team
- **Reviewed** and practised the skills of motivation
- **Reviewed** the benefits of Team Reviews
- **Improved** their skills at conducting and facilitating team meetings
- **Practised** dealing with problem behaviour and how to change behaviour
- **Explored** and practised problem solving techniques in groups
- **Developed** an action plan for implementation in the workplace

Equivalent to ILM Level 3 unit
Value of 2 credits



COURSE DURATION: 2 Day Course

COURSE CONTENTS

The Skills of Leadership

Action Centred Leadership
What does a leader do?
Your favoured style of leadership
Questionnaire
The successful leader

The Effective Team

The qualities of an effective team
Team work - *Exercise*
Motivation
What motivates staff
Creating a highly motivated team

Team Reviews

What can team reviews achieve?
Dealing with problem behaviour
Changing problem behaviour
Inspiring changes in behaviour

Working in Groups

Solving problems together - *Exercise*
Gaining Team Consensus - *Exercise*

Personal Development Action Plan

Throughout this course there will be a number of practical exercises carried out which will enable delegates to put into practice most of the theory covered

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