

## People Management

**Practical information:** Number of participants: Between 5 and 10  
Duration: 1 day (09:00 – 17:00)  
Price per person @ Valesta office: €750

### Course Overview

Effective people management is essential in a busy workplace. Making sure your team members are comfortable and working efficiently within the team environment is essential in reaching deadlines.

This interactive one day programme is focused on managing people and relationships and provides tools on leadership and coaching, which will be practiced and experienced during the exercises throughout the day. Upon completion, the participants will have confidence in their ability to implement these tools in a practical and professional way.

### By attending this course you will gain:

- ✓ Information and insight on different leadership styles
- ✓ Knowledge on the importance of open and honest communication
- ✓ An understanding of the importance of remaining motivated and how to do so
- ✓ Recognition of the importance of setting boundaries as a manager

### Course Content

The content of this course will be tailored to the attendee's own communication style and adapted to highlight their strengths and weaknesses. The training is practical and experience based but grounded in leadership style theory, focusing on the four styles of leadership.

Feedback will be given to the attendee, which in turn will teach them how to provide feedback to their team. This will be done using the DESC method: Describe, Express, Specify and Consequence/Conclusion.

### The topics covered during this course include:

#### Leadership:

- Understanding the different leadership styles and knowing how to apply them
- Setting boundaries and framing agreements
- Delivering difficult messages to team members

#### Coaching:

- Stimulating employee's independence
- Maintaining motivation
- Balancing stress and resilience

Active participation is essential in this one day hands-on training programme, allowing the attendee to take onboard real, significant information and apply it in a professional setting to become a better people manager.

**For more information or to reserve a seat on this training course please contact us today!**  
***We are flexible! Should you require training to be carried out in-house, we would be happy to discuss your needs and come up with a suitable solution for you.***