

Stepping up to the plate

New Manager's Series

The essence of development is in experience, in the diversity and adversity that you go through.

This series takes you through some self preservation techniques and general coping mechanisms so that your management experience is a strong one and you come out at the other end as the person and manager you want to be.

What if 3 hours altered your career success and possibilities?

This module focuses on preparing yourself for your first management position. The preparation takes on a multitude of formats from mental preparation to research to planning your first impressions. This module is your first step into the murky and challenging waters of management.

Topics included in this module:

Understanding your new role of managing others

How to research your new job

Planning your first day

My first worries

Credibility as a new manager

Review your management style

First Impressions

Information:

3 hours
Certificate of Attendance
Comprehensive Reference Guide
Personal Implementation Workbook
Free subscription to CTD News, Tools and Tips

This module is part of the 'New Manager's Series' and can be combined with other modules for an in-house training intervention from 2 – 4 days.

Stepping Up To The Plate | **Building Confidence, Building Relationships** | **Planning and Implementing** | **Manage Myself and I manage My Team** | **Setting Boundaries, Consequences and Goals** | **Creating a Team** | **Managing Performance – An Introduction** | **Coaching Performance – An Introduction** | **Holding a Difficult Conversation.**

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