

## 2 Day Workshop - Auckland

The Training You Need, The Results You Want

### Course Detail

#### Understanding leadership concepts

- Leadership and management
- Leadership styles
- Key leadership functions

#### Setting Direction within a team

- Developing a team vision

#### Motivation

- Creating a successful team environment
- Building relationships
- Team stages and leader strategy
- Behavioural changes
- Understanding personalities

#### Communication

- Overcome the barriers of communication
- Effective questioning and listening techniques
- Building and sustaining motivation
- Building participation
- Problem solving and decision making
- Assertiveness

#### Managing Conflict

- Why conflict needs to be managed
- Managing conflict
- Dealing with resistance
- Managing your time
- Diagnosing time problems
- Meetings
- Delegation
- Suggestion process

#### Leading your team

- Key attributes of successful leaders
- What motivates you and your team
- Your leadership style
- Team stages
- Performance management

#### Feedback and Coaching

- Defining feedback
- Keeping feedback positive
- Guidelines to follow
- Your role as a coach
- Coaching on the job
- Coaching tips

### Course Information:

#### Why attend?

- Increase team leader knowledge and skills
- Get the best out of your team
- Relate the content to various situations and personal needs of attendees
- Network opportunity for people from different industries to learn from each other

#### Bonus Offer

Receive a *10% discount* to complete the **New Zealand Certificate in Business – Introduction to Team Leadership**

**DATE:** October 4<sup>th</sup> & 5<sup>th</sup>

**VENUE:** Rose Park Hotel  
92-102 Gladstone Rd  
Parnell  
Auckland

**COST:** \$1295 + GST

*All meals and workbooks are included*

*“Engaging trainer, felt safe to contribute and speak up, and all people & thoughts were respected”*

*“Absolutely loved the content and genuinely feel like I can apply these changes at work.”*

*“Amazing stories made it more than just reading a book”*

*This course is registered under the NZTE Capability Voucher Scheme and you may be eligible for funding of up to 50% of the cost up to a maximum of \$5,000. Please contact us for details, or visit this link to register your company; <https://app.regionalbusinesspartners.co.nz/Business/SelfRegister>*