

Motivational Leadership

Meet today's challenge, create tomorrow's success

3 days £1350 + VAT

Successful leaders achieve the right results by gaining the support and confidence of their team and by inspiring each member to develop the confidence to realise their full potential.

During this highly participative middle management course you'll identify your own strengths and weaknesses and plan personal performance improvement points. You'll also discover how to achieve the highest level of performance from your team by adapting your leadership style to match the needs of different individuals and different situations.

Through self-assessment and 360° questionnaires completed by your team, colleagues or management before the programme, you'll receive constructive feedback, enabling you to raise your awareness and plan your future development.

This intensive and interactive programme will equip you with a comprehensive and practical managers' toolkit which will help you become a truly motivational leader.

Topics	Outcomes
Management styles	Use a self-analysis process to identify your natural style - Developer, Motivator, Administrator or Leader. Then learn the advantages and disadvantages of each style and how and when to use them.
The management process and managerial objectives	How should you judge your performance? Clarify your business objectives and priorities and then learn how to plan to achieve them through others.
Authority styles	Learn about the different types of personal authority and how to use them in leadership. Learn about your own preferred authority style(s) and plan to develop sensitivity and flexibility.
Video case study : Motivating and retaining staff	Watch and analyse the performance of a variety of managers and relate your performance to theirs.
The TACK Leadership Model	Identify and discuss the 13 elements of leadership. Analyse your own strengths and weaknesses and plan for self-development.
Team analysis	Different types of people need different styles of leadership. You will learn to use TACK's unique Leadership Needs Analysis system to identify each person you manage and their strengths and weaknesses.

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Performance development planning	You will be introduced to a simple performance management tool which gives you practical guidance on how to maximise each person's short term and long term performance.
Effective communication	You can only lead effectively if you can communicate effectively. Learn about the different modes of communication and how and when to use them. Participate in a challenging practical project on delivering bad news!
Successful performance appraisal	One key leadership technique is performance appraisal. If you can do this well it is a good 'performance enhancer'. You will be introduced to a powerful system for analysing performance problems and get the chance to apply it to 'real life' scenarios.
Motivating your team	Motivation lies at the heart of leadership. You will learn what motivates people and how you can appeal to their motivators to achieve peak performance. The TACK Motivation Analysis system shows you how to add motivators to a specific role. After learning the theory you will be involved in a practical case study to consolidate your understanding.
Leadership action project	Working in groups you will participate in a competitive project which tests leadership and team working skills. You have the chance to put theory into practice and to give and receive feedback.
Effective decision making	There are several different styles of decision making and they all have their advantages and disadvantages. You will learn about your own natural style. You will discover how flexible and adaptable you are. You will decide how and when you need to use each different approach.
Delegation and empowerment	Delegation is an essential leadership technique. Empowerment is an extension of that technique. You will learn how to do both of them effectively and how to decide who in your team is given which responsibilities.
Managing change	Change is usually resisted and is almost always difficult to implement. Understand how others see (potential) change and how they feel about it. Understand your own attitudes to change. Learn how to 'unfreeze' a situation, then introduce change, and then to 'refreeze'.
Successful selection	If you make good selection decisions leadership becomes simpler. If you make bad ones it becomes very difficult. During a very participative workshop session you will be introduced to a powerful recruitment system which will boost your success rate.

Topics	Outcomes
How to dismiss	However good you are as a manager and leader you will from time to time need to dismiss people or make them redundant. The human aspects of dismissal are tough - but the legal aspects can be even tougher. While not attempting to turn you into employment lawyers, this short workshop session will give you an appreciation of the 'gateways' to fair dismissal and how to work within the current rules.
Coaching skills	Coaching is a powerful performance management technique and a critical part of modern leadership. You will discuss and practice the skills required to be a good coach.
How to run good correction interviews	Correction is not easy to do successfully - if you do not get it right then there is de-motivation and a strained personal relationship. But if you do it well you end up a winner every way - the fault corrected, the person (re)motivated and the personal relationship strengthened. This session gives you the techniques and also the chance to practice them.
Video: Can You Spare a Minute?	One of the UK's classic training films is shown to remind you how to give support and help to people and how you gain respect and loyalty from them in return.
Personal Action Plans	The course closes with the opportunity to consolidate all the notes you have made during the programme into one document - your Personal Action Plan. This is what you take away as your commitment to yourself to grow and develop as a leader.

Delegates said it!

"I have found it excellent as it was not just tutorial and 'this is how it should be done' but open, humorous and very enjoyable."

Programme high spots

- The opportunity to address a problem you may currently have with a member of your team - your fellow delegates will help you find some answers and potential solutions to the leadership challenges you face
- 360° feedback from your team, colleagues and management - will help you to see yourself through other people's eyes and make the changes you need. The feedback is confidential and anonymous, allowing you to gain maximum benefit from the exercise

Who will benefit?

Middle-level managers responsible for leading, motivating and controlling other people will benefit from attending this programme. It is also ideal for anyone who is about to assume a people management role for the first time.

Next steps

For further advice and to book a course, please contact us on **01494 766 633** or email us at **info@tack.co.uk**. Your local TACK adviser will be pleased to discuss your training and development needs and this programme in more detail.