Managers and Leaders: Keys to Success

Description

• This is a two-day workshops designed to prepare soon to be, new and existing managers for succeeding levels of management and leadership at the University of Illinois. The content provides a broad sweeping overview critical success factors for managers.

Benefits

• Improve the rate of success of employees transitioning to their first managerial role
• Improve the level of manager and leader performance
• Prepare managers for succeeding levels of management/leadership

Day One Objectives

Manager & Leader – Is There a Difference
• Identify successful attributes of managers & Leaders
• Identify your personal strengths & developmental opportunities
• Identify the impact of low engagement

Maximizing Your Effectiveness
• Identify the importance of setting direction and goals
• Create an Influence Strategy
• Identify the elements for successful change
• Build fundamental process diagram

Gotcha...How do I Keep Ya”?
• Identify approaches to empower employees
• Define the difference between reward and recognition

Day Two Objectives

Thanks for the Promotion...Now What?
• Develop an action plan for transitioning from current role to next level management role
• Identify HR compliance responsibilities
• Identify the high cost of low trust

People...You Can’t Do It Without ‘Em!
• Identify communication styles & their differences
• Identify effective communication tools & strategies
• Describe the importance of a diverse workforce

Talent...The Right Seat on the Bus?
• Define talent acquisition & its components
• Navigate HireTouch applicant tracking system
• Utilize on-boarding best practices
• Identify Top Management Issues at UI

Please direct all questions to Employee Relations/Human Resources at: erhr@uillinois.edu, 217-333-2600 or 312-996-5130