

# Why Buy?

## High spots

- Action projects which let you practise your leadership skills
- Studying your own use of power and authority and deciding how you can increase your leadership influence
- Receiving feedback and constructive advice to help you produce your Personal Action Plan

*"Very informative and professional courses excellent and very enthusiastic trainer."*

*"I enjoyed the course thoroughly. I'm feeling very positive and hopeful about the challenges at work."*

*"Covers very relevant info to my role. Gave me time to think about my managerial strengths and weaknesses."*

## To book or find out more:

**t: 0845 072 0144**

**e: [info@tack.co.uk](mailto:info@tack.co.uk)**

# Motivational Leadership

Inspire your team to achieve peak performance

**Duration: 3 days    Fee: £1350 + VAT**

## Business and personal benefit

Good leadership is the key to success in challenging times. And leadership needs to happen at all levels in your business – not just at the top. This practical and exciting course breaks down the leader's role into distinct elements and shows how to carry them out in the real world. Not everyone can become a world leader but everyone can become a better leader!

Your people are your most important asset and expensive. If they are well trained, well organised and well motivated then your business will get maximum value and productivity from them. It will also stand the best chance of achieving high profitability. Good leadership can be taught and this course teaches it in a way that suits all 'people managers' at all levels.

## Target audience

Because this course is built around 'self-appraisal' it is suitable for anyone who manages one or more people. It is designed for all levels.

Anyone about to be promoted to a position which includes managing people will find the training highly valuable.

## Objectives

To develop the skills to:

- Perform the full leadership role and satisfy the needs and demands of the followers
- Manage flexibly according to the calibre and character of your reports - stimulating maximum performance
- Tackle the challenges of management, problem solve proactively and make quality decisions
- Motivate, delegate and develop your staff

## Before, during & after your programme

You'll receive support at every stage to maximise your investment and bring your learning to life:

- Pre- and de-brief call to establish goals and assess progress
- One to one input from your TACK consultant as group sizes are limited for maximum personal benefit
- All TACK programmes are interactive in style. We believe in 'learning by doing' to ensure your learning experience is 100% relevant to 'real life' situations
- Comprehensive materials including workbook and Personal Action Plan
- TACK Tips – SMS messages designed to inspire, motivate and reinforce key learning points!

## Module

## Learning points

## Outcomes

After this module you will...

### Leadership in management

- Clear objectives are vital for you, your reports and, of course, your company!
- Followers have needs and expectations
- Power and influence is organisational and personal

- Make a plan to clarify objectives with your manager
- Align team members' roles to your organisation's business
- Use KRAs and KPIs effectively
- Focus on the 7 key attributes of a motivational leader
- Support the growth of your company by strengthening the behaviours and actions that satisfy the followers' needs
- Apply authority appropriately by developing sensitivity and flexibility

### Management and your team

- Productivity relies on team members contributing the required amount of work to the correct standard
- Different types of people need different styles of leadership
- Effective communication recognises the logical and psychological aspects of interactions
- The correct choice of communication tool and the appropriate presentation of your message determines your impact
- Motivation is individual and motivation changes

- Strengthen your approach by developing four styles of management
- Use the 'Team Audit' process to understand how to apply your management styles and improve the performance of individuals
- Communicate more powerfully by addressing the visual, vocal and verbal aspects of your delivery
- Avoid the pitfalls leading to poor communication and make use of the simple but powerful 'Communications Formula'
- Understand what motivates people and how you can appeal to their motivators to achieve peak performance
- Determine what motivational devices are available to you

## Module

## Learning points

## Outcomes

After this module you will...

### Challenges within management

- Problem solving can be short and long term, too often it is short term only, leading to 'fire-fighting'
- Decision making is not the same as being decisive
- We are often influenced by our personal preferences

- Access a problem-solving format to help you eliminate repetitive problems and develop a strategy to stop them happening in the first place!
- Be able to choose the right type of decision-making, evaluating the advantages and disadvantages of each one according to the challenge and the circumstances

### Developing your staff

- Performance appraisal will motivate if undertaken properly
- Managers need to assess to ensure ongoing development
- Training, coaching or mentoring all have a place in motivational leadership
- Change can be stimulating, sometimes unnerving. The motivational leader influences the frame of mind of their reports
- Delegation is a crucial tool for succession planning, staff development and motivation
- Empower others, develop yourself

- Tackle performance problems effectively by using a powerful analytical tool
- Undertake correction interviews in a positive and productive way
- Be able to differentiate between the three approaches
- Identify and develop the skills needed for coaching
- Find yourself a mentor and follow the guidelines for mentor and mentee
- Introduce change successfully by applying a systematic approach
- Address the psychological needs of the team to encourage acceptance and commitment
- Differentiate between development delegation and time-saving task allocation
- Select individuals from your team to whom you will delegate in a planned manner
- Follow the guidelines for effective delegation

# Why Buy?

## Why open programmes?

With courses ranging from 1-3 days and running regularly across the UK, TACK's open programmes give you access to training and development at a time and place that's convenient to you:

- As well as networking opportunities you'll gain a different perspective from other delegates, their companies, sectors and experiences
- You can be more open and self-critical amongst strangers
- The right programme can be selected to address individual development needs
- Training one or two people at a time spreads your investment
- Departmental work schedules are less likely to be disrupted
- TACK handles all the administration

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# Motivational Leadership

## Supporting your career development

Whatever route you take in your career, we're on hand to provide support and access to a programme that is specific to your needs.

The key to success is your people – their skills, motivation, flexibility and productivity. The ability of your leaders, managers and supervisors to inspire and develop your people to achieve optimum performance is therefore vital. So whatever your level of management experience, TACK has a selection of highly practical programmes designed to meet the challenges you and your team face in an ever changing business environment.

Senior level	Leadership in Senior Management Financial Understanding for the Senior Executive
Specific skills	Presentation Skills Developing Your Interpersonal Skills Making Your Time Count Successful Networking Coaching Skills Measuring Training Return on Investment
Entry level 2	Motivational Leadership
Entry level 1	Management Essentials 2 Management Essentials

## The TACK difference

- Accredited Centre for sales and sales management qualifications from The Institute of Sales & Marketing Management
- Winner of the Sales Trainer of the Year at the British Excellence in Sales and Marketing awards in 2008
- The only training company to have won two National Training Awards for sales training
- First training company to achieve ISO 9001 Quality Assurance, continuously maintained since 1992
- First training company to achieve Investors in People accreditation, maintained continuously since 1991
- Leadership & management programmes endorsed by The Institute of Leadership and Management
- Training designed and delivered in 45 countries and 25 languages

