



# TrainSkills

TRANSFORM AND PERFORM

Career Skills Course

## SUPERVISORY DEVELOPMENT - THE SUPERHERO

🕒 2 Days

📍 On/Off Site

### About the Course:

Making the move to a supervisory role can be demanding and somewhat daunting. For most people, the required skills for supervising others do not come naturally which means they need to learn and apply this new skill systematically. In addition, many of those people who find themselves in a position where they are responsible in tasking others, don't realise they are now in a supervisory role. This course is designed to help delegates gain confidence in supervising others by knowing what areas they need to consider when leading people.

### Upon completion of this course, participants are better prepared to:

- Understand the supervisory context and need for holistic development
- Appreciate why organizations need managers and supervisors
- Understand accountability for supervisory effectiveness
- Understand the basic management functions
- Develop confidence to manage people who were your former peers
- Building effective team relationships in the workplace
- Understanding different management styles
- Achieve results through planning, prioritizing and monitoring
- Overcome communication barriers and improving participation
- Apply key conflict resolution and counselling skills
- Apply effective delegation, feedback and listening skills
- Be confident to monitor performance
- Managing time through efficient communication
- Understand different personality types and how to motivate people
- Take ownership of your growth and development as a supervisor

**Course material and duration can be customised to suit your specific needs.**

Aligned to Unit Standard 24824 at NQF L4

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