

Course in Supervisory Management



Description

Effective supervision of staff requires specific skills. The course is aimed at dealing with all supervisory issues in a clear and practical manner with useful guidelines. Many who are employed in supervisory management are never trained. However, training can really help a supervisor employ effective strategies in his or her job.

Though some people have a natural way with employees, many would perform their jobs more proficiently with training or education. Those who are good at supervisory management are best when they can be inspiring to employees and promote good work ethic and increased production. Supervisory management positions may also be held by people attempting to make specific changes in a company, such as changing policies that cause high turnover in a workplace.

Outcomes

On completion of the course, the participants will be able to :

- understand the importance and relevant skills required for effective supervisory management
- utilise the knowledge, skills and behaviours to increase effectiveness and efficiency in their current roles
- manage people and information in order to effectively meet the objectives of the organisation
- manage resources which allows for monitoring, control and efficient utilization for smooth work flow
- develop supervisory skills which are necessary to adapt to changing demands in the future of organisations
- to improve succession planning by providing a structured development program which will enable supervisors to fulfill their potential within the company

Learning Methods

The course is learner centered. It is practice-based and will involve discussions drawing on experiences of the participants. This is done through exercises, case studies, practical examples. Clear guidelines will be given to develop the necessary skills and knowledge to achieve results through the effective supervision of staff.

Target Audience

The course is designed for first line managers, newly appointed supervisors or existing supervisors or team leaders new to the role of supervision. This course helps participants to make the transition from team member to an efficient and respected supervisor who needs to develop their people management skills.

Duration

The course is delivered over 2 consecutive days.

Fees

The cost of the course is available on request. Corporate discounts are available for 5 or more participants from the same organisation. Fees will include tuition, learning materials, meal and refreshments.

Contact Details

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