

Management of individuals and team to improve performance



Overview

A recent Gallup poll revealed that only 13% of workers worldwide exhibit high levels of engagement and motivation. Motivation and team performance are closely linked and are influenced by the work conditions we create (or don't create) for our teams.

We can improve team performance by establishing clear goals and objectives that are understood and shared by the team. This course will help you to set effective objectives and to measure and manage performance against the objectives.

You will understand the drivers of performance and motivation of individuals within teams and causes of satisfaction and dis-satisfaction. By having a better understanding of values and needs of your team you will be able to manage individuals within the team so that they are motivated to attain the team's objectives.

Who is it for?

- Team Managers and anyone that is involved in managing teams
- Department Managers

Course Content

- .Setting effective Goals and expectations for your team and individuals
 - How goals increase performance
 - SMART objectives
 - Giving objectives meaning
- Managing performance against objectives and provide feedback
 - Using Visual performance measures to measure performance against objectives
 - Performance improvement cycle
 - Drivers of performance and motivation of individuals in teams?
 - Drivers of satisfaction and dissatisfaction
- Understanding the causes of conflict,
 - strategies used to minimise or prevent conflict
- Providing guidance and support to improve performance
 - Extrinsic and intrinsic motivators
 - Understanding the values and needs of your team
 - Role of the manager in implementing both a disciplinary and a grievance procedure

Costs

Management of individuals and team to improve performance = £550 (+VAT) *

- 3 * ½ day workshops with hand-outs
- Work based assignment guidance to evidence application of the learning outcomes
- Tutorial support to discuss and provide guidance during the work based assignment.
- Please note that a one-time Chartered Management Institute registration/membership fee is payable to CMI for module accreditation credits.(approx. £180 + VAT)

***This course is eligible for the Department of Economic Development Vocational Training grant of up to 30%**

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Application Form

1. Course Details

- Management of individuals and team to improve performance = £570 (+VAT)
 Chartered Management Institute Level 5 registration = £185 (+VAT)
(please note this covers CMI membership and registration for all modules in CMI Level 5)

2. Personal and Contact Details

Title _____ Full Name _____

Male Female Date of Birth _____

Job Title _____

Organisation _____

Address _____

_____ Postcode _____

Daytime Telephone _____

Email _____

3. Why do you wish to attend this workshop?

Please include details of any specific challenge or development need that you hope to address during this course.

4. Please give brief details of your current role:

5. Emergency Contact(s)

Name(s) _____

Relationship to You _____

Telephone(s) _____

6. Training and Development Contact

Please provide details of the primary person responsible for Training and Development in your organisation.

Title _____ Full Name _____

Job Title _____

Daytime Telephone _____

Email _____

7. Payment Details

Your Source(s) of Funding:

Self Employer Other

Invoicing Details (if different to your address in Section 2)

Title _____ Full Name _____

Job Title _____

Organisation _____

Address _____

Postcode _____ Reference _____

8. Declaration

I declare that the information given on this form is correct.

I understand that end2endacademy is the trading name of Perfectnow and I will be invoiced by Perfectnow Ltd, who administer and deliver the course.

I agree to abide by the quality procedures and examination rules and regulations of end2endacademy and APMG.

Applicant's Signature _____

Date _____

Please return completed forms to:
Email: info@end2endacademy.com
T: +44 (0)7624 471420

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