



Management
Centre Europe®

The background of the slide features a photograph of three business professionals in an office setting. On the left, a man with a beard and short dark hair, wearing a light-colored shirt and a red tie, is smiling and looking towards the right. In the center, a woman with long dark hair, wearing a white blouse and a dark vest, is also smiling and looking towards the right. On the right, another man with short dark hair, wearing a light-colored shirt and a dark tie, is smiling and looking towards the camera. The image is overlaid with large, semi-transparent geometric shapes in shades of blue and white, creating a modern, professional look.

Management Skills for New Managers (Live Online)

What are Live Online Programmes?

MCE in partnership with our parent company AMA is now offering **Live Online Training** in the EMEA region. You can access these scheduled live stream training programmes from anywhere. They cover the key business topics of our top Open Training Programmes.

What are Live Online Training Programmes?

- 3 or 4 scheduled sessions of 3 hours
- delivered to small groups in a virtual classroom with an online video meetings tool
- interactive with breakout rooms and discussions
- facilitator led with live interaction

Key Benefits

- Variety of activities that create a live and dynamic learning experience
- Real-world advice from practitioners in the field
- Online, virtual, convenient, high-quality and consistent learning
- Cost-effective and no travel necessary
- Live, personal feedback from your facilitator and peers



Avoid hotel and travel costs and minimize the time away from work.



Is this course for you?

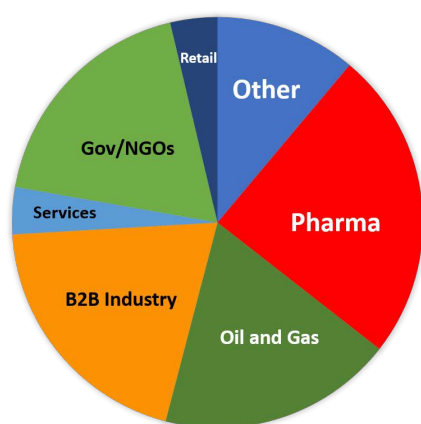
Join 1000's of Managers who have taken part in MCE's Best Selling Programme.

Are you a new manager with up to 3 years' experience? Do you want to become a great manager? Are you unclear about expectations in your new role? Do you need to learn how to motivate disengaged employees who lack initiative? How can you be better at delegating?

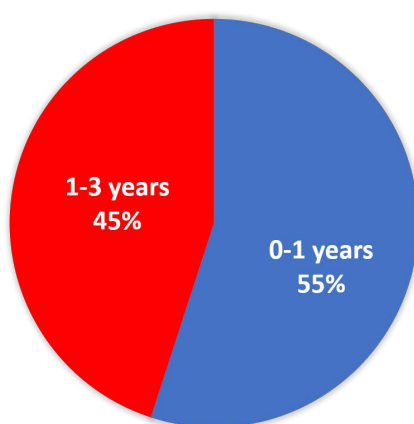
Join "Management Skills for New Managers" and get all the key management skills that you need to be a great manager today.

Profile of Typical Participants

Sector



Managerial Experience



Key Competencies

- Performance Management
- Feedback
- Communication
- Coaching
- Delegation
- Influence
- Motivation

"This truly was an informative and "eye-opening" course. Not only did it teach me essentials of how to be a manager, it made me think about the type of manager that I would like to be. Truly inspirational."

Tulia C



How will you benefit

After participating in this programme, you will:

- Fully understand your management roles and responsibilities
- Improve communication with your team and set expectations for yourself and your direct reports
- Motivate your team members and inspire them to action
- Communicate organizational goals that get results
- Apply delegation strategies to increase productivity and motivation
- Use effective coaching techniques to maximize your team's performance



Learn and Practise

Management Skills for New Managers (Live Online) is a 4-lesson (12 hours in total) hands-on training programme, highly interactive with exercises and role plays. The programme will be led by an experienced facilitator with management experience in international companies.

Programme Outline

LESSON 1 (3 hours)

- Identify the Qualities of Effective Management
- Identify Managers' Roles and Responsibilities
- Describe the Steps of Effective Performance Management
- Use SMART Goals and Feedback for Managing Performance
- Conduct Performance Alignment Discussions

LESSON 2 (3 hours)

- Setting the Direction: Differentiate Between the Strategic and Operational Direction & Communicate the Strategic Direction in an Inspiring Way
- Influencing and Inspiring Others to Action: Identify and Select Effective Influence Strategies for a Situation & Ways to Boost Motivation in Others

LESSON 3 (3 hours)

- Identify the Practices That Help to Build a Motivational Climate
- Describe the Process of Communication and the Barriers That Can Derail It
- Identify Communication Methods Available in Today's Work Organizations and When Each Is Most Appropriate

LESSON 4 (3 hours)

- Structure an Effective Delegation Conversation
- Describe Different Types of Coaching
- Use the Two-Minute Challenge for Coaching Discussions
- Use the AMA GUIDE to Managerial Coaching



Practical Details

This training programme is available in 2 formats:
Face-to-Face and Live Online



Face-to-Face

Management Skills for
New Managers

For New Managers	3 Days €2950
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Get the skills you need to move from being an individual contributor to a well-respected manager who achieves success.



Live Online

Management Skills for
New Managers

For New Managers	4 Sessions €1950
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Get the skills you need to become a great manager including motivation, delegation, coaching and more.



Classroom



3 Days



€1,950



Live Online



4 X 3 hours



€1,950

To register or find the latest dates:

www.mce.eu

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→ Key Facts About MCE



500,000

*Participants on MCE
training programmes since
1961*



59 years

*Providing Learning &
Development (L&D) services in
the EMEA region*



1,700

*Client companies which we have
worked with delivering
customized & in company
learning solutions*



6,200

*In Company Training
Solutions delivered in
more than 94 countries*



70+

*Open Training
Programmes running
throughout the EMEA
region - Online and
Face-to-Face*



10,000+

*Managers & Leaders inspired by
MCE's management
development solutions each
year*

