



The New Manager

(FICCI in collaboration with AVTEG – AIMWA)



Mar 26 – 27, 2015

at

FICCI, New Delhi

1. Introduction

Managing people well is not only critical to achieve success as a team but also to drive bottom-line performance. With added responsibilities, New Managers need to acclimate their management style to handle new challenges. To lead the team effectively and to get the best out of them, the new team managers need to demonstrate various traits not only limited to motivation, delegation, coaching, effective communication within the team but also implement and execute performance management systems and demonstrate leadership to handle various situations at the work place.

The program is designed to groom and develop various management styles and skills required to lead teams effectively. It offers a unique opportunity to explore fundamentals of self-management and managing the performance of others. It covers the range of people management skills and introduces participants to practical tools and strategies which will prepare the incumbent to take on new responsibilities and challenges as a new line manager. In addition to the core interpersonal skills, the program also covers managing performance, conflict and change. At the end of course participants will be able to:

- ✓ Clearly articulate their role and responsibilities as a manager.
- ✓ To understand the key processes of effective delegation and motivation.
- ✓ Develop and maintain personal competence to tackle various situations ranging from simple to complex.
- ✓ Determine the best way to communicate throughout their organizations
- ✓ Effectively manage the performance of their team
- ✓ Build support and commitment within the team

9. You should do this course if:

- ✓ Consolidate your management style or you are about to accept a management position
- ✓ Learn transition from individual contributor to manager
- ✓ Identify challenges to implement and execute effective performance management
- ✓ Identify qualities and abilities required for effective management
- ✓ Learn to construct feeling of trust and commitment within their team

10. Who should attend?

- ✓ New Managers
- ✓ Managers
- ✓ Team Leaders
- ✓ Supervisors

11. Certification

Certificate of participation will be issued to all delegates

12. Course Material

All participants will be provided a course kit comprising of comprehensive workbook, folders and the required stationery during training.

13. Course Schedule and Registration Procedure

Date: Mar 26 – 27, 2015

Timing: 0930 hrs – 17:30 hrs

Nature: Non residential

Venue: FICCI, Federation House, New Delhi

Participation Fee: Rs. 12,000/- + 12.36% Service Tax (Total amount of Rs. 13,483/-, includes cost of training, course kit, lunch, tea etc.)

Registration: Send registration form along with Cheque/DD in favour of "FICCI Quality Forum". The seats are limited to 20 and registration will be done on first come first serve basis

For further details & to reserve your seat, please contact:

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7. About Our Faculty

Dr Deep Bali, an MBA from MacArthur University, Sydney, Australia is an internationally certified executive coach as per International Coach Federation (ICF) and Worldwide Association of Business Coaches (WABC) coaching guidelines and a public speaker. Dr. Bali has over 25 years of rich experience in the corporate and business arena, both domestic and international.

He has over 2000 hrs of coaching experience working with senior CEO's & MD's of large and International and Domestic companies in the US, India, UK, UAE and Australia. Several senior members coached by Deep are graduates from Ivy league and other major universities. Many of the senior leaders and managers coached by Deep represent organization like - Citi India, IBM, Vodafone, City Zenith, Bharti Enterprises, L&T, TCS, Microsoft, ITC, Jones Lang Lassalle, Price Waterhouse Coopers, ST Microelectronics and several others.

His areas of expertise includes Neuroscience of transformation, vision quest, Leveraging culture differences, Mastery of professional and personal life, Archetype and leadership, Strategic Leadership, Appreciate Inquiry, Storytelling and Emotional Intelligence etc.

8. About FICCI Quality Forum

FICCI Quality Forum (FQF) is a specialized division of Federation of Indian Chambers of Commerce and Industry (FICCI) set up with objective to sharpen the competitive edge of Indian Industry. FQF provides training, consultancy and research Services focused on enhancing the quality quotient of clients and partner organizations

.For the past 20 years, FQF is providing training on various ISO management systems and has a pool of highly competent & experienced trainers to conduct training courses.

FQF in collaboration with TUV NORD CERT GmbH is providing IRCA, UK approved Auditor/Lead Auditor training courses on ISO 9001 Quality Management System (QMS) ISO 14001 Environment Management System (EMS), ISO 22000 Food Safety Management System (FSMS) and Occupational Health and Safety Management System (OHSAS) 18001 standards.

8. About AVTEG – AIM WA

AVTEG & Australian Institute of Management, Western Australia (AIM WA) is one of the largest professional development organizations in the Asia Pacific & Australia region with 60 years of experience in training organizations across industries at Leadership, Middle and Frontline level. With more than 100+ clients, 200 Management Development Programs (functional & behavioural), end to end Talent Management solutions, Internationally Certified and Trained Master & Executive coaches and researched content in collaboration with IVY League B-Schools: Harvard Business School, Stanford Graduate School of Business, London Business School, INSEAD & University of Western Australia, AVTEG & AIM WA is a one stop shop for all Learning & Development needs of corporate sector.

9. Course Content

- ✓ The Successful Manager
- ✓ Goal setting, prioritizing and delivering results
- ✓ Developing your emotional intelligence
- ✓ Leadership styles
- ✓ Delegation
- ✓ Managing performance and coaching
- ✓ Giving and receiving feedback
- ✓ Problem solving and decision making
- ✓ Handling conflict
- ✓ Motivating self and others
- ✓ Managing change
- ✓ Managing others