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019: Mastering People Management and Team Leadership - 6.0 CEUs

CEU: 6.0 **Duration:** 16hours 45minutes **Tuition:** $5,700

Course Banner

Teachers:

- Nandini Gupta (PhD, Associate Professor of Finance, Kelley School of Business, Indiana University)

Course Topics:

- People Management
- Managers & Leaders

Program Locations & Dates:

- London, UK: Jun 22-26
- Amsterdam, Netherland: Jun 1-5
- Amsterdam, Netherland: Aug 3-7
- Dubai, UAE: Oct 12-16
- London, UK: Dec 7-11

Program Tags:

- Leadership

About Course

The "Mastering People Management and Team Leadership" course is designed to empower line managers and team leaders with the tools to navigate the modern workplace. In a business environment shaped by diversity, rapid change, and increasing demands, mastering the human side of leadership has never been more critical. Participants will gain the skills and confidence needed to inspire action, build winning teams, and lead ethically and effectively.

Course Overview

This course is designed for Line Managers or Team Leaders to understand the rapidly changing workplace around them and what this change means to business and the bottom line. With this change comes unexpected organizational challenges—your workforce is more diverse than ever, your budget is slim, your team projects are growing, and those difficult conversations are inevitable.

Mastering People Management and Team Leadership will give you the self-assurance and skills you need to ethically face and overcome the difficult obstacles ahead. You will learn to create team structure and, while others are struggling, you will realize the importance of self-awareness and enhanced communication to deliver the right message and inspire action.

Through utilization of presentations, group discussions, and experiential exercises designed to engage leaders and deepen their learning, we will explore different ways of mastering leadership and management that create strong values and competitive advantages.

Course Objectives

After completing this course, participants will be able to:

- Understand various expert issues that impact Team Leadership and People Management in the 21st century
- Understand your role as leader and manager for your team
- Build a winning team
- Establish roles and leverage the capacities of team members
- Create clear objectives and standards of performance for your team
- Utilize effective prioritization and delegation techniques to manage workload
- Develop managerial excellence and build leadership teams

Learning Outcomes

- Develop confidence in managing team dynamics and individual performance
- Effectively delegate and manage priorities under pressure
- Communicate expectations clearly and handle tough conversations tactfully
- Use motivation techniques to enhance team productivity
- Lead teams with strategic direction and clarity of purpose

Target Audience

This course is intended for Officers, Deputy Managers, Team Leaders, Managers, Supervisors, and Aspiring Leaders, Professionals with new roles or responsibilities, and other professionals without formal training in this area.

Course Outline

- Knowing Your Role
- Capacity Effectiveness, Delegation and Time Management
- Managing Workplace Team Projects
- Powerful Presentation
- Difficult Conversations
- Team Building, People Management, and Motivation
- Achieving Team Performance through Coaching and Enhancement
- Mediation and Negotiation for Results

Why This Course Matters

Maria González
HR Specialist, Spain
"An insightful course that gave me real tools to improve communication and resolve team conflicts effectively. Worth every minute."

Thomas Ekundayo
Team Leader, Nigeria
"After this training, I was able to handle team delegation and performance reviews with clarity and confidence. Highly recommended."

Hiroshi Yamamoto
Operations Supervisor, Japan
"The course provided great insights into leading with empathy and focus. I can already see improvements in team morale."

Course Content

Module 1: Understanding Your Leadership Role
Explore what it means to be a leader in today's complex work environment and define your management responsibilities.

- **Knowing Your Role and Responsibilities**
- **The Manager vs. The Leader**
- **Understanding Influence and Ethical Authority**

Module 2: Delegation, Time, and Capacity Management
Master effective delegation and time management strategies for building team capacity.

- **Delegation Techniques for Productivity**
- **Time Management for Team Leaders**
- **Effective Use of Team Resources**

Module 3: Managing Team Projects and Communication
Learn how to guide workplace team projects while maintaining open, structured communication.

- **Managing Workplace Team Projects**
- **Powerful Presentation Skills**
- **Conducting Difficult Conversations Effectively**

Module 4: Motivation, Team Building & People Management
Build high-performing teams through motivation and practical management skills.

- **Team Building Techniques**
- **People Management Best Practices**
- **Motivational Drivers and Recognition**

Module 5: Coaching, Mediation, and Negotiation for Results
Learn how to coach for performance and resolve conflicts through negotiation and mediation.

- **Coaching for Team Performance**
- **Introduction to Mediation Techniques**
- **Negotiating for Positive Outcomes**

Target Audience

This course is intended for Officers, Deputy Managers, Team Leaders, Managers, Supervisors, and Aspiring Leaders, Professionals with new role or responsibility and other professionals without training in this area

Certificate of Completion

Participants who successfully complete the Mastering People Management and Team Leadership course will receive a Certificate of Completion. This certificate affirms your enhanced ability to lead and manage teams effectively in today's dynamic workplace. It demonstrates your commitment to cultivating high-performing teams, resolving conflicts constructively, and promoting a culture of collaboration, accountability, and growth.

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