



## **ILM Leadership Development Programme**

### **Leading a Team: 2 days**

#### **Objectives**

- To be able to set objectives for others
- To understand the building blocks for effective teams
- To understand the principles of effective teamwork
- To understand the principles of leadership and followership
- To understand the role of a line manager and how this can be used in effective management
- To recognise the importance of effective communication as the principle role of the manager
- To understand how to effectively lead a team, through management principles and role-modelling
- To develop a detailed action plan to improve management and performance.

#### **Content**

##### **Leader's role**

- Setting Objectives
- Providing support for people to achieve

##### **Building blocks for effective teams**

- Understanding the blocks and the layers

##### **Leadership and followership**

- How to be a good follower
- Understanding attributes of both roles and when to adopt each role – when to lead, when to follow
- Integrating Leadership and Followership

##### **Manage yourself**

- Working effectively
- Habits of effective people
- Self-discipline
- Creating time for staff

**Team development**

Tuckman's curve

Team roles

**Seven Leadership Insights**

Analysis and application of insights

**Leadership Tools**

TCUP (thinking clearly under pressure)

FPDR (focus, plan, do, review)

**Action planning**

Participants create SMARTER action plans to ensure their learning is applied in the work place.