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بروجاكس للتدريب والتطوير
Projacs Training and Development

Performance Focused Leadership

تقنيات الإدارة والقيادة المرتكزة على تحسين وتفعيل الأداء

02 – 06 March 2020

Kuala Lumpur / Malaysia

A Member of:



PROJACS ACADEMY



ProjacsAcademy.com



Introduction

The nature of today's changing business environment provides an unprecedented challenge for many organizations, in both the private and public sectors, which is all about how we deliver high performance through our people? This course will focus on the latest thinking and practice in performance management and how to manage people to deliver to their optimum levels of achievement. Investing in leadership development is the key to delivering sustainable improvements in competitiveness and business performance.

Objectives

To introduce the concepts of leadership theory and “emotional intelligence” and the role in developing high performing leaders. To provide delegates with tools and techniques for enhancing self-awareness and team leading ability. To explore and gain understand of leadership styles. Understand how motivation is a key to high performance organizations. To explore and enhance team development and leadership skills.

Who Should Attend?

This seminar will be delivered by a qualified professional expert in the field of Organizational Management and of Human Resource Management training and consultancy services. The target audience to represent the management as well as the top-management levels of the companies. However, any person who has an interest to develop his/her skills in these specific areas is eligible to attend this program.

Course Outline

Day One

Personal development as a manager and leader.

- Plan for the resources required for personal professional development
- Implement and evaluate the personal development plan
- The Day focuses on continual self-development, reviewing current skills and competencies, identifying development opportunities; personal development plan; securing resources and discuss the processes to support a personal development plan.

Day Two

Performance management

- Identify and agree performance objectives
- Assess performance and provide feedback
- Understand performance support for improvement
- Understand and apply the organisation's disciplinary and grievance procedures
- This second Day looks at the links between individual, team and organisational objectives; how to create an environment of trust and support with others; the performance review process; and the causes of, and how to prevent, conflict.

Day Three

Leadership practice

- Understand the links and differences between management and leadership
- Understand leadership principles that support organizational values
- Understand and apply leadership strategies to organizational objectives
- During this Day, participants will discuss the concept of managers as effective leaders, as well as evaluating the role of the leader, and examining different leadership styles and their impact on the organization.

Day Four

Team Leadership and managing people

- Understand the importance of team leadership and development
- Understand and apply team measurement and team performance metrics
- Be able to manage team development and improvement
- During this Day, participants will discuss the concept of team leaders, as well as evaluating the role of the team leader, and examining different team leadership styles, team player profiles and their impact on the organization.

Day Five

Goal Directed Performance Management (GDPM)

- Apply goal directed performance managing of projects
- Understand and apply tools and techniques for GDPM
- Be able to manage project individual, team development and group improvement
- During this Day, participants will discuss the concepts of GDPM and its impact on the organisation.

Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- Each participant receives a binder containing a copy of the presentation
- slides and handouts
- Post-assessment

Program Support

This program is supported by interactive discussions, role-play, case studies and highlight the techniques available to the participants.

Schedule

The course agenda will be as follows:

- | | |
|---------------------|------------------|
| • Technical Session | 08.30-10.00 am |
| • Coffee Break | 10.00-10.15 am |
| • Technical Session | 10.15-12.15 noon |
| • Coffee Break | 12.15-12.45 pm |
| • Technical Session | 12.45-02.30 pm |
| • Course Ends | 02.30 pm |

Course Fees*

- **2,950USD**
**VAT is Excluded If Applicable*

مقدمة

إن طبيعة بيئة الأعمال المتغيرة توفر تحديا غير مسبوق للعديد من المنظمات، في كل من القطاعين الخاص والعام وفي هذا البرنامج سوف نركز على أحدث الأفكار والممارسات في مجال إدارة الأداء وكيفية التعامل مع الناس على أن نصل إلي تحقيق مستوياتها المثلى. الاستثمار في تطوير المهارات القيادية هو المفتاح لتحقيق تحسينات مستدامة في القدرة التنافسية وأداء الأعمال.

الاهداف

إدخال مفاهيم نظرية القيادة و "الذكاء العاطفي"، ودورهم في تطوير أداء القادة. لتزويد الأدوات والتقنيات لتعزيز الوعي الذاتي والقدرة على قيادة الفريق. لاستكشاف واكتساب فهم أساليب القيادة. ونفهم كيف ان الدافع هو عامل رئيسي في المنظمات عالية الأداء. لاستكشاف وتعزيز طرق تنمية الفريق والمهارات القيادية لدي القادة.

الحضور

وسيتم حضور هذه الندوة من قبل الخبراء الفنيين المؤهلين في مجال الإدارة التنظيمية والموارد البشرية و التدريب الإداري والخدمات الاستشارية. الجمهور المستهدف لتمثيل الإدارة، فضلا عن المستويات العليا لإدارة الشركات. ومع ذلك، فإن أي شخص لديه الرغبة في الحضور فهو مرحب به.