

# Skillsbootcamp

## 20th May 2020

### 8:30 AM First time manager: Leadership 101

#### Summary:

The transition to your first management role comes with challenges, requiring new skills & a different outlook. This session explores what it means to be a first time manager & offers tips & practical advice. This is the first stage of leadership 101, understand the basics and the mindset so you can build your resilience and competency. Delivered by Maria Smart, In the flow Coaching

#### Key learning :

- What does being a manager and a leader mean?
- Managing yourself - changing your mindset;
- The importance of consistency and trust and how to build it;
- The top ten best tips we have found from reading 100's of articles and attending sessions.

#### It would suit:

For all new or future managers and leaders, also those that struggle with the transition from supervisor or team member to manager. Those that need a confidence boost in their leadership role.

### 10:30 AM Emotional intelligence

#### Summary:

IQ gets us the job, EI keeps us there. As we see the dynamics of our generational workforce change. It is even more important leaders are equipped with the skills needed to engage their teams, manage themselves & impact a wider audience. This session is your guide for understanding & acting with emotional intelligence

#### Key learning :

- What is EI? Looking at Goleman's Model;
- Understanding and managing yourself: dealing with stress (this includes a test);
- Understanding and managing others;
- Building an emotionally intelligent workplace;
- The top ten best tips we have found from reading 100's of articles and attending sessions.

#### It would suit:

For leaders and managers at all levels that need to improve their approach, manage their stress and create an environment of trust.

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Inspiring learning in 90 minutes