

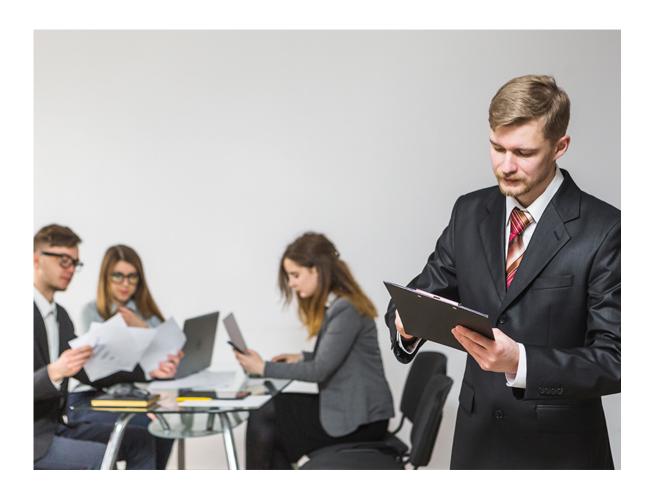
Document Generated: 10/29/2025 Learning Style: Virtual Classroom

**Technology:** 

Difficulty: Beginner

**Course Duration: 2 Days** 

# **Evolving into the Managers Role**



# **About This Course:**

The manager's role is very different from that of the non-manager. Managers must be able to develop and unify team members, plan strategically, set goals, delegate responsibilities, provide meaningful and effective feedback, and communicate efficiently and effectively.

# **Course Objectives:**

- Describe the roles that a manager has in an organization
- Identify and nurture talent in your team
- Build a management vision for success
- Combine leadership qualities and influence skills to motivate your team
- Delegate successfully for the enhancement of the team and the members

#### Audience:

 New managers wanting to become skilled in their management roles will benefit from this course

# **Prerequisites:**

None

#### **Course Outline:**

The Manager's Role

- Understanding how you become a manager
- Distinguishing a manager's role from function
- Understanding interpersonal, informational, and decisional roles

# **Building a Shared Vision**

- Defining a shared vision
- Building a strong vision
- Creating and communicating your vision

#### Leadership and Influence

Determining your leadership style

- Identifying the characteristics and qualities of a leader
- · Modeling the way and enabling others to act
- Understanding the purpose, the process, and the people
- Mastering the art of persuasion

## **Nurturing Talent**

- Calibrating talent
- · Articulating culture and hiring for a cultural fit
- Looking to the future developing and executing a plan
- · Effective succession planning
- Monitoring performance

## **Delegation and Empowerment**

- Delegating effectively
- Steps in delegation
- Stress management for managers and employees