

TAKING THE LEAD: INTRODUCTION TO LEADERSHIP SKILLS



A 2-day leadership programme for operatives about to be appointed as Supervisors, or newly appointed Supervisors in the Food & Drink sector

Aimed at: Operatives about to be appointed as team leader or recently appointed team leaders / Supervisors

Trainer: Established 15 years ago, **Invisio** are highly rated providers of people and organisational development training. They have significant experience working with companies in the food and drink sector and have delivered leadership and management programmes to member companies of Food Drink Ireland Skillnet since 2013.

Programme Objectives

At the end of the programme participants will:

- understand the role of the supervisor versus that of the individual contributor
- recognise what's the difference, what needs to change and how to be successful in the role
- recognise the typical new supervisor traps and choose the correct course of action to avoid them
- know how to use the right pace of the role and the situation
- develop people management skills through structured practice using simple effective models (practice and feedback)
- examine one's own leadership style and increase self-awareness as a supervisor

Programme Content

Day One

- **Your Role as a Supervisor**
 - Making the Change / Stepping up
 - The Supervisor / Peer challenge
 - Where you fit in / What is expected of you
- **Having Clear Objectives**
- **How to plan and organise**

Day Two

- **How to communicate and motivate effectively**
- **How to measure performance**
- **How to develop your team**
- **Personal Action Plans**
 - Communication challenges

To book your place, or for more information, contact Samantha Owens, Food Drink Ireland Skillnet, on (01) 6051728 or samantha.owens@ibec.ie