



LOUIS ALLEN

BETTER MANAGERS = BETTER RESULTS

## EFFECTIVE MANAGEMENT LEADERSHIP IN PRACTICE



*Management Leadership development based on the internationally recognised **Allen Management System™***

### DESCRIPTION

The Effective Management Leadership in Practice workshop provides an in-depth understanding of the role of the management leader including his/her accountability for planning, organising, leading, and controlling the work in his/her area of responsibility. The Management Leader needs to direct and coordinate employees as well as closely liaise with line management to execute the strategy. The workshop is delivered utilising instructor-led presentations, group discussion, individual and group exercises, case studies, and reading. An emphasis is placed on post workshop application and skill transference.

### FORMAT

The Effective Management Leadership in Practice workshop is a five-day interactive, instructor-led, learning experience, followed by a 12-week on-the-job team performance improvement project and assessment.

### TARGET GROUP

This workshop is intended for team leaders, front-line management, as well as candidates earmarked for supervisory positions. It is ideal for participants with no or minimal previous management experience and understanding of management concepts.

### LEARNING OUTCOMES

- Understanding the logical, interactive management system for optimal results.
- Know and understand the role and key activities of an effective Management Leader in a supervisory position.
- Learn how to **LEAD** through and with others towards common goals.
- Learn how to apply the basic concepts, and principles of **PLANNING, ORGANISING** and **CONTROLLING**.
- Apply effective problem-solving and develop action plans to implement solutions that have a direct bottom-line impact.
- Understand how to implement management as a systems with its interrelated activities.
- Implement an on-the-job business improvement project applying the principles and techniques learned.

### PROGRAM TOPICS

- Management Leadership
- Management as a System
- Leading Fundamentals & Activities
- Planning Fundamentals & Activities
- Organising Fundamentals & Activities
- Controlling Fundamentals & Activities
- Problem-solving, Solution Development & Action Planning
- Applying the Management System

**TIMELESS MANAGEMENT LEADERSHIP PRACTICES**

## BENEFITS

- 1. Increased management leadership effectiveness**  
Participants in supervisory positions' effectiveness are increased through clarifying their role and responsibility within the organisation. In addition to this, participants know 'what' and 'how' to perform Management Work for optimal results by understanding the logical and interactive *Allen Management System™*.
- 2. Speaking a common management language**  
Using a common Management System ensures that managers talk the same management language and therefore are more effective as a management team.
- 3. Increased awareness on effective management leadership behaviours**  
Understanding the difference between unconscious and conscious behaviours, and the impact of these behaviours on team members and bottom-line results, increases participants' self-awareness that could potentially drive changes in their management leadership style.
- 4. Sharpen planning, organising, leading and controlling skills**  
This workshop helps participants to plan, organise, lead and control resources through core processes towards the achievement of specific measurable results.
- 5. Improved management skills**  
The Effective Management Leadership in Practice workshop provides participants with basic principles for managing others more effectively. It also provides a framework and various tools and techniques for dealing with people related issues.
- 6. Increased problem-solving skills**  
A key focus of this workshop is on the ability to analyse issues effectively in order to identify the underlying root cause before action plans are developed. Ensuring that real problems rather than symptoms are solved will save money and increase the impact on business operations.

## 7. Practical Application

Our approach ensures concepts; principles and techniques are applied through the use of practical exercises, tools, templates and an on-the-job business improvement project. The before- and after-picture results of the project are also measured in order to high-light the impact the participant had on bottom-line business results through this development process.

## MATERIALS

Each participant will receive the Effective Management Leadership in Practice manual, workbook, and hand-outs including practical templates.

*This workshop is accredited through the Services SETA on a NQF Level 4 with 46 credits.*



The Effective Management Leadership in Practice workshop and materials can easily be customised to meet the specific needs of client organisations.

*Where SETA accreditation is NOT required this program is offered as a 4-day intervention.*

## LET'S CONNECT

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**HELPING GOOD MANAGERS BECOME EFFECTIVE  
MANAGEMENT LEADERS THAT IMPACT BUSINESS RESULTS**