

# Skills for Team Leaders

2 Days

As a team leader, you need to motivate and inspire your people. Learn to capitalise on team members' strengths and get your team moving ahead. Discover how to manage workflows, achieve team goals and get things done effectively. Find out how to give feedback and help others learn on the job. You'll also discover how to handle conflict in ways that build your team rather than breaking it down.

## What you'll learn to do in this course

You'll come out of this session with powerful tools for leading your team. We'll bring theory to life and tell you how to succeed. A range of practical tips will be presented to you. You'll talk through examples and enjoy practical exercises. At the end of the course, you should be able to:

- Understand your role as team leader
- Work with your team to get great results
- Handle different personality types
- Know your responsibilities as team leader
- Get people to listen to feedback
- Set priorities and manage workflows
- Use team problem solving tools
- Handle conflict in your team

## Topics you'll cover

- Your role as team leader
- Skills for leading teams
- Your challenges solved
- Working with personalities
- Team leader responsibilities
- The art of giving feedback
- Getting things done
- Tools for team thinking
- Managing conflict

**Book your training NOW**

Call Eleanor Shakiba on 0433 126 841

Download course information at  
[www.thinklearnsucceed.com.au](http://www.thinklearnsucceed.com.au)

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think  
learn?  
succeed

“Smart training for clever people”

**What others have said  
about the course...**

“Good insight into our personality types  
and workplace strategies.”

“It was helpful in learning about success  
at work and thinking about the future.”

“Extremely valuable - useful and very  
relevant messages and techniques we  
can use in our workplace.”

