

# Managing Others

## Leading Successful Teams

### Skills Programme

Study School 2 of the Certificate in Management Development (Qualification ID 57712)



MACCAUVLEI

Accredited by Services Seta – no. 1468

#### UNIT STANDARDS COVERED

Unit Standard ID NQF Level & Credits	Unit Standard Title
11473 NQF 4 8 Credits	Manage individual and team performance
242824 NQF 4 12 Credits	Apply leadership concepts in a work context
242821 NQF 4 6 Credits	Identify responsibilities of a team leader in ensuring that organisational standards are met
242819 NQF 4 10 Credits	Motivate and build a team

#### SPECIFIC OUTCOMES

- Explain the concept of leadership
- Differentiate between the concepts of leadership and management
- Apply leadership techniques to individuals and teams within the work context
- Evaluate the impact of the leadership techniques applied
- Explain the role of a team leader in an organisation
- Explain the purpose of the team
- Contract with the team members to obtain commitment to achieve organisational standards
- Implement, monitor and evaluate performance against team objectives and organisational standards
- Explain the importance of motivating a team
- Demonstrate an understanding of self and team members in a workplace
- Apply theories of motivation and group dynamics
- Implement a plan of action to strengthen a team
- Provide feedback and recognise achievements

#### WHO SHOULD ATTEND?

This skills programme is intended for

- Supervisors
- Foreman
- First Line Managers
- Junior Managers

#### DURATION OF TRAINING

5 Interactive Days

#### MACCAUVLEI ENTRY REQUIREMENTS

NQF Level 3 / Grade 11

#### LEARNING ASSUMED TO BE IN PLACE

- Communication at NQF Level 3
- Maths Literacy at NQF Level 3
- Computer Literacy at NQF Level 3

#### CERTIFICATION

Learners who successfully complete the Portfolio of Evidence will be awarded a Skills Programme Certificate of Competence with the Unit Standards listed.

