



JUNIOR MANAGEMENT DEVELOPMENT PROGRAMME

This programme is intended to empower and equip Managers and those aspiring to become managers, with the requisite skills and knowledge about the management process and management functions. This is reinforced by personal mastery skills, ensuring that managers are able to effectively and efficiently lead, motivate and communicate.



Who Should Attend

- Junior Managers
- Supervisors and line managers
- Team leaders



Programme Outcomes:

On completion of the programme, learners will be able to:

- Understand management principles and general management
- Use personal mastery as an effective management and self-reflection tool
- Use effective business communication to enhance management skills



Topics Covered:

- Management functions; Performance appraisals; Ethical issues
- The need for personal mastery; EQ, IQ and SQ
- Stress management
- Time management
- Time-task mapping
- Communication skills and reporting

Duration

- The total duration is 7 days.
(inclusive of 1 day for assessment)

Price

- R7 999.00 per delegate*
- * Group discount available

Certification

- 20 credits towards the RBS Certificate in Business Management, an accredited NQF level 5 qualification.

REGENT Business School reserves the right to postpone a planned training intervention, decline/refuse to accept applications from delegates who respond to this invitation after the registration deadline and change dates, times and venues for the training. All enquiries can be directed to the business development unit on the above details. The closing date for the programmes is reflected on the respective schedule/calendar of programmes.