

Enhancing the Skills of Supervisory leadership

UK Traininig

PARTNER



Enhancing the Skills of Supervisory leadership

Introduction

Effective supervisory leadership is the foundation of strong organizations. This dynamic and interactive training program is designed to transform participants into confident, credible, and capable supervisors. By focusing on essential supervisory skills, you will learn how to manage yourself, your workload, and your team more effectively. The course highlights the importance of time management, task prioritization, and planning to increase efficiency, while also emphasizing team management, communication skills, and staff development as core competencies of successful supervisors. Participants will also explore how different leadership styles affect team performance and how emotional intelligence contributes to creating a positive and productive workplace. Ultimately, this program equips you with the character, discipline, and techniques not just to survive but to excel as a supervisor.

Course Objectives

By the end of this program, participants will be able to:

- Organize workload through effective planning, prioritization, and time management techniques.
- Support team output through teamwork, delegation, coaching, motivation, and staff development strategies.
- Apply advanced communication skills to interact clearly, concisely, and consistently with all levels of the organization.
- Examine different leadership styles, assess strengths and weaknesses, and understand their impact on team performance.
- Manage emotions, stress, and mindset effectively using emotional intelligence to achieve success and maintain work-life balance.
- Implement effective performance management systems to monitor progress and achieve organizational goals.

Course Outlines

Day 1: Setting the Direction and Supervisory Role

- Roles, behaviors, and attitudes of successful supervisors.
- Clarifying the team's purpose, vision, mission, and values.
- Providing high-quality customer service.
- Leadership practices that inspire and engage teams.
- Encouraging input and participation from staff.
- Common supervisory mistakes and how to avoid them.

Day 2: Planning and Organizing Workload

- Taking control of time and tasks.
- Planning, prioritizing, and scheduling effectively.
- Managing interruptions, accessibility, and multiple deadlines.
- Delegating tasks and responsibilities.
- Project planning basics and tools mind mapping, planning software.
- Following up and supervising employees effectively.
- Monitoring progress and providing constructive feedback.

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a pawn) positioned on it. The board is white and black, and the pieces are gold and silver.

UK Training
PARTNER

Day 3: Building Effective Working Relationships

- Group dynamics and stages of team development.
- Habits of highly effective teams.
- Dealing with problematic behaviors.
- Understanding different communication styles.
- Conflict management strategies for teams.
- Developing emotional intelligence and self-management.

Day 4: Coaching, Motivation, and Team Development

- Assessing team members' strengths and development needs.
- Coaching, training, and developing staff potential.
- Motivating individuals and teams for high performance.
- Giving and receiving feedback effectively.
- The art of active listening.
- Influencing others and bringing out their best.
- Delivering impactful and memorable presentations.

Day 5: Measuring and Managing Performance

- Setting SMART goals and benchmarks for success.
- Creating systems that support effective team performance.
- Establishing performance guidelines and metrics.
- Continuous improvement in the quality of products and services.
- Leading productive and result-driven meetings.
- Problem-solving and decision-making techniques.

Why Attend this Course: Wins & Losses!

- Master supervisory leadership skills to confidently manage teams and projects.
- Improve time management and productivity through structured planning.
- Enhance team management by applying coaching, motivation, and staff development.
- Strengthen communication skills to build trust and alignment across the organization.
- Apply emotional intelligence to create stronger relationships and reduce workplace stress.
- Learn effective performance management systems that drive organizational success.

Conclusion

The Enhancing the Skills of Supervisory Leadership program provides supervisors with the knowledge, skills, and confidence to succeed in their roles. By integrating supervisory skills, time management, leadership styles, team management, emotional intelligence, communication, coaching, and performance management, participants will develop into supervisors who can drive results while maintaining a motivated and engaged team.

This course ensures that attendees leave with not only practical tools but also a strategic mindset to overcome challenges, inspire their teams, and contribute significantly to organizational success. Whether you are a new supervisor or an experienced leader, this program empowers you to elevate your leadership capabilities and achieve long-term career growth.

A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a gold pawn behind it. The board has a checkered pattern and concentric circles in the background.

UK Training
PARTNER

Blackbird Training Cities

Europe



Malaga (Spain)



Sarajevo (Bosnia and Herzegovina)



Oporto (Portugal)



Glasgow (Scotland)



Edinburgh (UK)



Oslo (Norway)



Annecy (France)



Bordeaux (France)



Copenhagen (Denmark)



Birmingham (UK)



Lyon (France)



Moscow (Russia)



Stockholm (Sweden)



Podgorica (Montenegro)



Batumi (Georgia)



Salzburg (Austria)



Florence (Italy)



London (UK)



Istanbul (Turkey)



Amsterdam



Düsseldorf (Germany)



Paris (France)



Athens (Greece)



Barcelona (Spain)



Munich (Germany)



Geneva (Switzerland)



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Zurich (Switzerland)



Manchester (UK)



Milan (Italy)



Blackbird Training Cities

USA & Canada



Los Angeles (USA)



Orlando, Florida (USA)



Online



Phoenix, Arizona (USA)



Houston, Texas (USA)



Boston, MA (USA)



Washington (USA)



Miami, Florida (USA)



New York City (USA)



Seattle, Washington (USA)



Washington DC (USA)



In House



Jersey, New Jersey (USA)



Toronto (Canada)

ASIA



Baku (Azerbaijan)
(Thailand)



Maldives (Maldives)



Doha (Qatar)



Manila (Philippines)



Bali (Indonesia)



Bangkok



Beijing (China)



Singapore (Singapore)



Sydney



Tokyo (Japan)



Jeddah (KSA)



Riyadh (KSA)



Melbourne (Australia)
(Kuwait)



Phuket (Thailand)



Shanghai (China)



Dubai (UAE)



Kuala Lumpur (Malaysia)



Kuwait City



Seoul (South Korea)



Pulau Ujong (Singapore)



Irbid (Jordan)



Jakarta (Indonesia)



Amman (Jordan)



Beirut

UK Training
PARTNER

Blackbird Training Cities

AFRICA



Kigali (Rwanda)



Cape Town (South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Morocco)



Nairobi (Kenya)



Zanzibar (Tanzania)



Tangier (Morocco)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)



Blackbird Training Categories

Management & Admin

Entertainment & Leisure
Professional Skills
Finance, Accounting, Budgeting
Media & Public Relations
Project Management
Human Resources
Audit & Quality Assurance
Marketing, Sales, Customer Service
Secretary & Admin
Supply Chain & Logistics
Management & Leadership
Agile and Elevation

Technical Courses

Artificial Intelligence (AI)
Hospital Management
Public Sector
Special Workshops
Oil & Gas Engineering
Telecom Engineering
IT & IT Engineering
Health & Safety
Law and Contract Management
Customs & Safety
Aviation
C-Suite Training



 International House 185 Tower Bridge
Road London SE1 2UF United Kingdom

 +44 7401 1773 35
+44 7480 775526

 Sales@blackbird-training.com

 www.blackbird-training.com

UK Training
PARTNER

