



People **Management** Course

A bespoke programme of activities to set you up to succeed as a Manager



JOINING INSTRUCTIONS

Welcome to our People Management Course. We're delighted to have you on board and here are some important details to help you make the most of it.

WHERE DO I GO?

Realise HR, Suite 2, Riverside View, Warwick Rd, Carlisle CA1 2BS
You can park at the car park opposite free of charge all day.

FACILITIES

Lunch will be provided on the day. Please let us know of any dietary requirements at least 72 hours before attending any face to face workshops.

WHAT TO BRING

- Notebook
- Printed Insights profile
- Your open mind
- and positivity

TIMINGS

The course will start at 9:30am so please come for 9:15am so you can grab a cuppa ready for 9:30am.

We will break at 12.30pm when lunch will be provided, and the course will finish around 4pm.

COURSE DATES

If you need a reminder of the course dates, please click [here](#)

ABOUT THE COURSE

The programme is a series of sessions, 7 in total, with two online and five in person at our Learning Pod.

Throughout the course, you will have the opportunity to learn new skills to proactively navigate the challenges that managing people brings. The program aims to guide you through a process of self-discovery and continuous learning, providing you with essential skills necessary to become an effective and skilled manager.

You'll also have the opportunity to discuss challenges and opportunities with other managers in a safe environment and have plenty of laughs along the way.

You'll benefit from learning more about yourself via an [Insights Discovery](#) personality profile, including a one to one session with one of our qualified practitioners.



OUR COURSE IS ILM ACCREDITED

Our People Management Course is Institute approved (equivalent to ILM level 5), marking a significant milestone in our commitment to excellence in manager development.

This means all learners will have access to The Institute's unique, curated library of online leadership development resources via their award-winning e-learning tool, MyLeadership.

On completion of our course, learners will receive a Certificate of Achievement and an upgrade to Professional Membership of The Institute, including postnominal letters and digital credentials.



Introduction to Insights: Welcome to the course and learn more about yourself via Insights Discovery

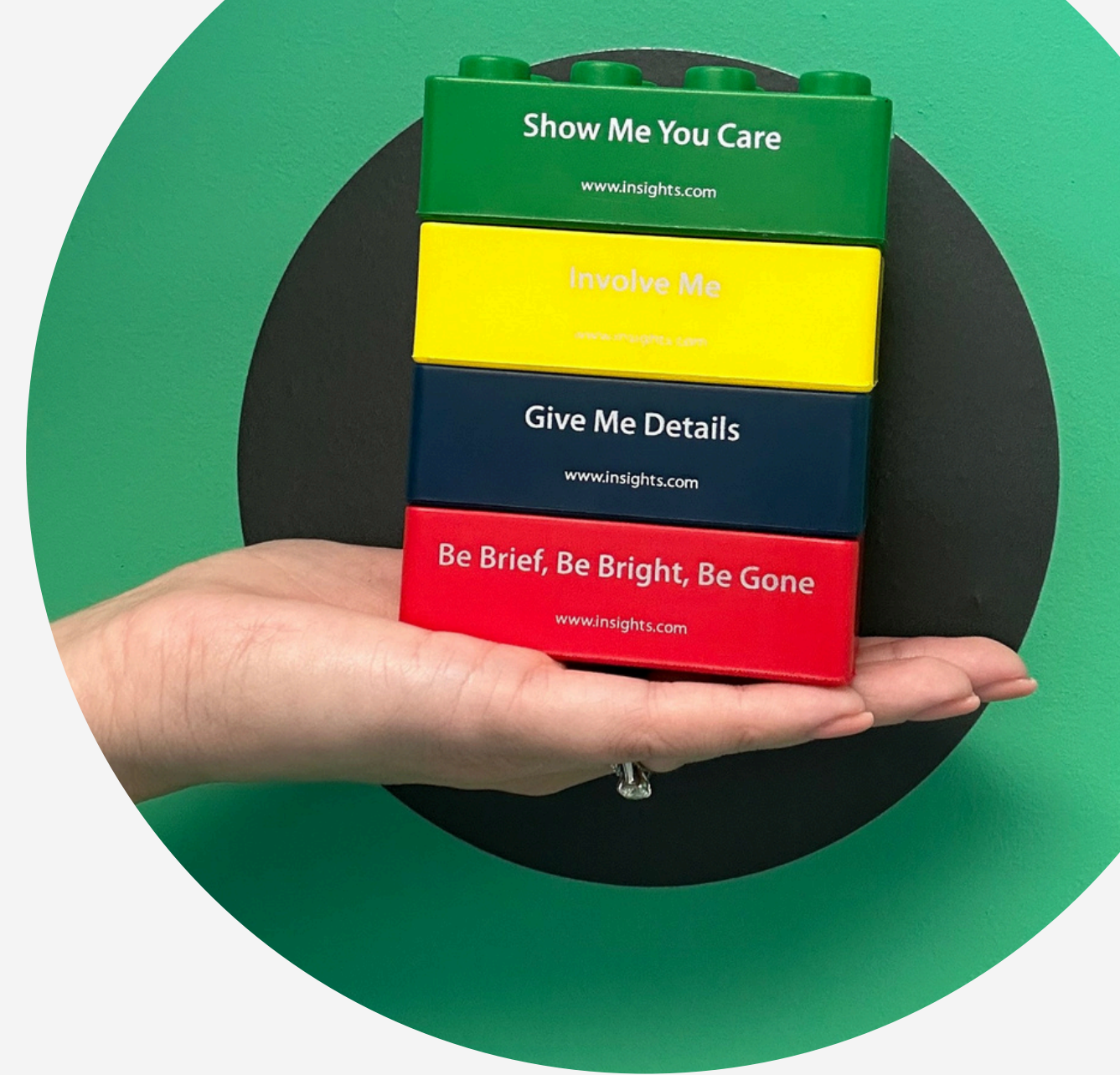
This is a one to one online session with Helen our Head of Learning and Insights Practitioner, to say hello, introduce herself and help you understand your Insights Discovery profile in more detail. We'll also let you know the logistics and more in depth detail about the rest of the course.

Session 1: What it takes to be a manager

Going from team member to manager of people is tough. Let's discover together and in-person the greatness and benefits of being a manager, what it takes and what skills are essential. You'll also get a chance to learn about other personality profiles through a team Insights Discovery session with other delegates on the course.

Session 2: Empowering people and communicating to drive high engagement levels

This is an in-person session where you'll learn about employee voice and engagement, why it's important and how to create a working environment in which people are empowered, productive and happy. You'll also leave with skills to listen, communicate and influence better, as well as being able to manage conflict and emotions within a team.



Session 3: Understanding and building a diverse team

This is a group online session with our Equity, Diversity and Inclusion (EDI) specialist, Jude.

You'll learn the meaning of ED&I, what makes people truly unique, including the nine protected characteristics, how to bust bias and why building a diverse team is so important.

Session 4: Having great conversations to drive high performance

This is an in-person session to discover why vision and values are important, how they can drive high performance in a team, as well as the importance of goal setting, giving and receiving feedback and coaching.

You will be able to differentiate coaching from mentoring and training needs, learn how to coach and what it takes to develop great personal development plans for your team, as well as having great one to ones.



Session 5: Understanding what it takes to be a resilient and healthy manager

This is an online group session with our Wellbeing Specialist, Dr Bill Patterson, to learn about personal resilience, how to improve it, stress and what it takes to stay healthy, both mentally and physically in your demanding management role.

Session 6: Driving innovation and embracing change

Join us for our last in-person session.

This is an opportunity to learn how to manage business change, encourage creativity and innovation as well as the importance of collaboration within a team.

We'll also have an inspirational guest to share their story with you and hopefully inspire you to take what you have learnt and Realise your potential when going back into the workplace.



WHAT IS INSIGHTS

Insights Discovery is built to help people understand themselves and others, create a high performing team and make the most of the relationships that affects them in work. It uses a simple and memorable four colour model to help people understand their style and their strengths.

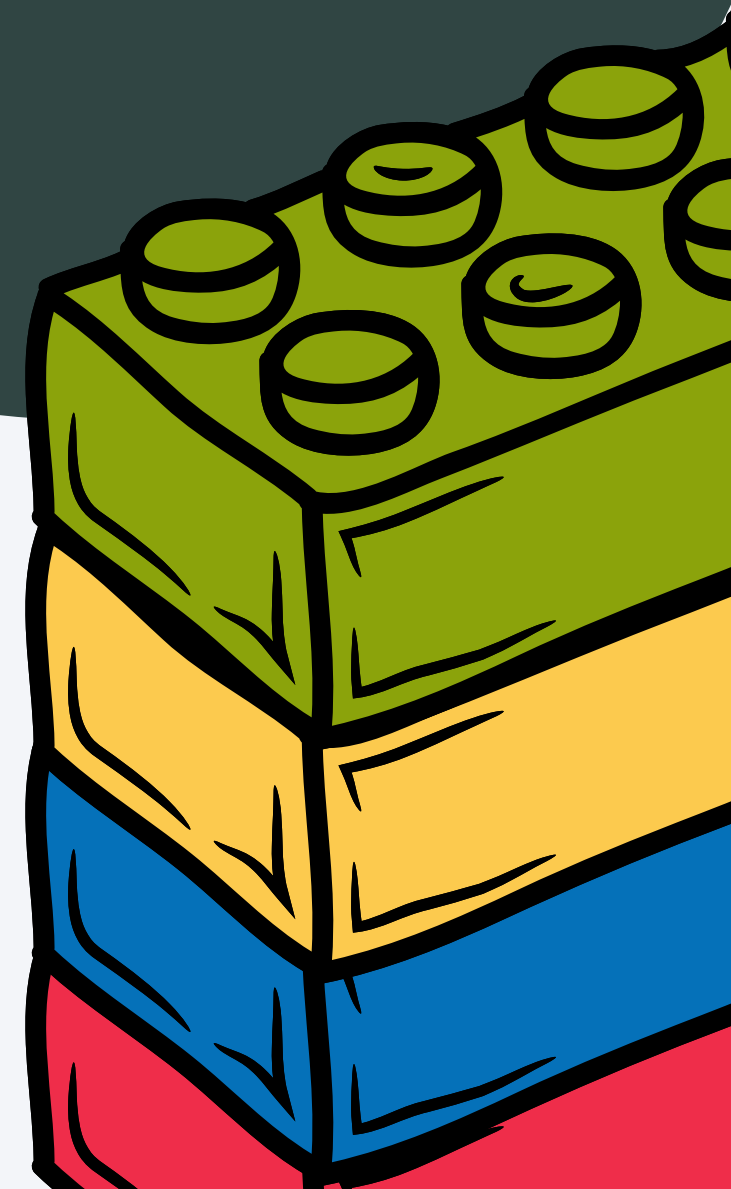
It can really help you understand your own communication styles and those of your colleagues. This leads to improved interpersonal relationships, reduced misunderstandings, and more effective communication within the organisation.

It is a powerful tool for leadership development. You will gain insights into your leadership styles and learn how to adapt your approach to better lead and motivate your teams.

In summary, Insights Discovery will help you better your communication styles, improving your teams dynamics, enhancing your leadership, increase employee engagement, and ultimately contribute to a more harmonious and successful work environment.



“I would highly recommend Insights Discovery to any businesses wanting to enhance communication and reduce conflict within the workplace by learning to understand each other”.



WHO IS THIS COURSE FOR?

This course is for anyone who is, or is developing to become a manager and responsible for people.

You may have been in your management role for an amount of time and never had the opportunity to learn these skills, or you may just have been promoted into your first managerial role.

You might also be aspiring to become a manager in the near future.

"We're proud to support the development of managers. I've been a huge champion of manager training throughout my career and I'm delighted we can offer such a fantastic programme that makes a real difference."

Claire Mclean, CEO



ADDITIONAL INFORMATION

The online sessions will be via Microsoft Teams and the in-person sessions will be held at our Learning Pod.

Each programme will be limited to a maximum of 12 people so you can receive a real intimate experience.

£999 + VAT

If your company wants to explore the possibility of an in-house course for multiple managers, please get in touch and we can chat further.





LET'S WORK TOGETHER

Ready to get started or want to find out more?

Email us at hello@realisehr.co.uk