

EDUCATION &
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THE SCHOOL OF BUSINESS T/A TOURISM, HOSPITALITY & SPORT BUSINESS SCHOOL

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Partners in Performance



WOZANI WARRIOR

A series of Training Workshops

“Ki Yona! It is now !”

Management & Leadership Development Training Workshop

**Development of Management and Leadership Skills and
Competencies for South African businesses**

Introduction:

THSBS has designed a unique **Management and Leadership Development Training Workshop** known as **“Ki Yona! It is Now!”** to address the management development needs of South African businesses within the South African context.

The Training Workshop references unit standards and is re-inforced by access to an optional longer-term distance-learning programme.

THSBS’s “Ki Yona” Management and Leadership Development Training Workshop focuses on effective management and leadership competence and skills. This learning intervention is aimed at current

levels of performance and capacity in order to address the shortfalls and requirements of middle managers to produce the results required for businesses to be successful and performance to be sustainable.

THSBS's "Ki Yona" Management and Leadership Development Training Workshop is aimed at developing effective and sustainable management and leadership skills.

"Ki Yona" Management and Leadership Development Training Workshop

Training Programme Content

- Understand your business
 1. Vision
 2. Mission
 3. Values
 4. Culture
 5. Organizational Structure
- Leadership and Leadership styles
- Leadership versus Management
- What makes an effective Manager
- Understanding of:
 1. corporate governance
 2. conflict management
 3. performance management
 4. people management: teams, delegation; relationships; performance
 5. project management and deadlines
 6. planning and prioritising tasks / achieving required outcomes
 7. finance and budgets
 8. reading financial statements
 9. time and stress management
 10. motivating Teams and Individuals
 11. role of different Divisions / Departments: Finance; Marketing; IT; HR; Operations

Learning Outcomes:

Overall Learning Outcome:

Delegates will have the skills to effectively execute the roles and functions of managers and leaders within the South African business context.

Training Module Learning Outcomes

On completion of each Module, delegates will:

Module 1:

- ✓ Understand the context within which business operates as measured in term of World Class Practices
- ✓ Understand and articulate the leadership and management practices within the South African Context
- ✓ Understand their roles in respect of the leadership and management of teams in delivering results in line with the Key Business Imperatives
- ✓ Implement operational management practices
- ✓ Apply the Key Result Areas as a foundation for the development of both individual subordinates and an effective team
- ✓ Understand and implement the requirements of objective setting and action planning
- ✓ Evaluate current life patterns and identify areas for change in accessing personal power as a foundation of Personal Mastery

Module 2:

- ✓ Display their understanding of World Class Leadership Practices as they relate to the World of Work and business performance
- ✓ Access Group thinking and participation in areas that affect others
- ✓ Create a climate for motivation through the application of motivational processes
- ✓ Understand and implement appropriate delegation and empowerment skills
- ✓ Use Self Knowledge and Self Awareness to improve on current levels of Emotional Intelligence and to enhance personal growth and development
- ✓ Understand “service” and “service excellence” and apply techniques, systems and processes
- ✓ Design and develop a Personal (life) Purpose and Values Statement

Module 3:

- ✓ Understand the dynamics of team work as they relate to leadership practices
- ✓ Use Analysis Techniques as a means to develop judgement and implement effective solutions to problems
- ✓ Understand and apply the principles of personal effectiveness in order to exert an influence in all areas of their lives
- ✓ Process their limiting beliefs to increase their personal effectiveness
- ✓ Develop a personal commitment to growth and development – both own and that of others

Learning Methodology

1. The learning delivery encompasses a number of technologies:
 - ✓ Experiential learning
 - ✓ African (indigenous) Learning Strategies
 - ✓ Appreciative Enquiry
 - ✓ Action Learning
 - ✓ Dialogue

Ki Yona! It is now !

The Wozani Warriors' call to action

Ki Yona!
It is now !



Don Leffler (Adv.)

DIRECTOR

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