MANAGERS DEVELOPMENT
PROGRAMME

TRAINING DETAILS
Duration : 2 Days
Training Hour : 9am to 5pm

RECOMMENDED PARTICIPANTS:

- **New Managers** (0-12 months in role)
- **Aspiring Managers** identified for promotion
- **Team Leaders & Supervisors** looking to formalize and enhance their skills
- **Assistant Managers**

HRDCORP CLAIMABLE

Follow us

Axon Consultancy Sdn. Bhd.
(Co Reg no: 201701042497)

2-2, Plaza Usahawan Genting Kelang, Jalan Danau Naiga,
Taman Danau Saujana, 53300 Kuala Lumpur
jack@axonconsultancy.com | +6012 6159229

Course Overview:

This intensive 2-day Managers Development Programme (MDP) is designed to accelerate the effectiveness of new and emerging managers. Moving beyond theoretical concepts, this programme provides a practical toolkit for the core challenges of management. It focuses on the pivotal shift from being an individual contributor to a leader who empowers teams, drives performance, and executes business strategy effectively. Through a blend of expert instruction, interactive workshops, real-world case studies, and peer collaboration, participants will leave with actionable skills and a renewed mindset for leadership.

Key Benefits

For the Manager: Builds confidence and competence in essential managerial duties: communication, delegation, performance coaching, and execution.

For the Team: Fosters a more motivated, engaged, and high-performing team through improved leadership and support.

For the Organization: Develops a strong pipeline of effective leaders, ensures alignment with organizational goals, improves productivity, and increases employee retention.

Practical Application: Focus on "how-to" rather than just "what is," ensuring delegates can apply learnings immediately upon returning to their roles.

Holistic Development: Addresses the manager's internal mindset, interpersonal skills, and business acumen for well-rounded development.

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Course Outline

Day 1: Foundation of Leadership & Execution

Welcome & Setting the Stage
Introductions, programme objectives, and establishing learning goals.

Module 1: The Manager's Role & Strategic Alignment
Transition from contributor to leader. Understanding the organization's purpose and your role in achieving it. Identifying personal leadership style and its impact.

Module 2: The Engine of Management: Effective Communication & Influence
The science of perception and how it affects communication. Active listening techniques. Framing language to empower, not command. Introduction to negotiation and persuasion basics with peers and superiors.

Module 3: Driving Performance: Motivation & Delegation
Understanding human drive and intrinsic motivation. Practical tools for motivating different types of team members. The art and science of effective delegation for productivity and development.

Module 4: The Discipline of Execution
Moving from plan to action. Prioritization frameworks (e.g., Eisenhower Matrix). Leveraging team capacity to deliver tasks on time. Managing obstacles and ensuring accountability.

Course Outline

Day 2: Building Teams & Driving Growth

Module 5: Coaching for High Performance

*   Shifting from "boss" to "coach." The GROW model or a similar framework for coaching conversations. Guiding team members to find their own solutions and take ownership.

Module 6: Constructive Feedback & Managing Difficult Situations

*   Formula for delivering positive and negative feedback that lands effectively (e.g., SBI Model). Role-playing difficult conversations (performance issues, conflict). Strategies for maintaining rapport and respect.

Module 7: Building a Winning Team & Fostering Innovation Content:

*   Fundamentals of team dynamics and psychological safety. Creating a culture of collaboration and sustained performance. Introduction to simple, structured creativity and problem-solving techniques for teams.

Module 8: Integration & Action Planning Content:

*   Synthesizing key learnings. Participants create a personalized 30/60/90-day action plan to implement their new skills. Group discussion on challenges and commitments.

Programme Wrap-up & Certification

*   Final Q&A, feedback session, and presentation of certificates of completion.

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Programme Content & Methodology

This programme is highly interactive and designed for adult learning, incorporating the 70-20-10 model principles:

- **Short, Focused Lectures:** To introduce key models and frameworks.

- **Interactive Workshops & Role-Plays:** To practice coaching, feedback, and difficult conversations in a safe environment.

- **Real-World Case Studies:** To analyze problems and apply learning to realistic scenarios.

- **Group Discussions & Peer Learning:** To share experiences and strategies.

- **Individual Reflection & Action Planning:** To ensure personalization and application.

- **Pre-Work (Optional):** A short questionnaire to assess current challenges and management style.

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Trainer Portfolio: Ms Jassy Lim
HRDC Accredited Trainer | HR Trainer & Strategic People Partner

A transformative HR leader with 25+ years of experience turning HR into a strategic engine for growth across diverse industries.

As an HRD Corp Accredited Trainer, she delivers practical, results-driven training grounded in real-world expertise.

Jassy specializes in bridging business goals with people strategy to build robust systems, develop talent, and master Industrial Relations, empowering organizations to create a highly capable and engaged workforce.

Specialties:

- **HR Strategy**
- **Talent Development**
- **Performance Management**
- **Industrial Relations**
- **HR Compliance**

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