

# Developing New Managers

Management must be effective for the success of any business. Unfortunately, it is all too easy to overlook the training and development of new managers. When you provide your managers and employees with the skills and tools they need, you will greatly boost morale and strengthen your organization.

With our Developing New Managers course, your participants will understand the value of investing in employees and developing management. By focusing on development opportunities, your participants will establish a culture that retains top talent and improves succession planning.

## Objectives

Discuss strategies for developing new managers | Understand importance of defining a clear management track | Determine core roles and competencies for managers | Understand importance of continuous development for managers

## Developing New Managers Course Outline:

### Module One: Getting Started

- > Housekeeping Items
- > The Parking Lot
- > Workshop Objectives
- > Pre-Assignment
- > Action Plans and Evaluations

### Module Two: Managers Are Made, Not Born

- > Managers Must Be Developed
- > Management Skills Can Be Learned
- > Managers Learn by Being Managed Well
- > Create a Management Track
- > Case Study
- > Module Two: Review Questions

### Module Three: Create a Management Track

- > Clearly Define Roles and Competencies
- > Provide Tools
- > Identify Development Areas
- > Provide Development Opportunities
- > Case Study
- > Module Three: Review Questions

### Module Four: Define and Build Competencies

- > Clearly Define Competencies Needed
- > Identify Strengths
- > Identify Development Areas
- > Provide Development Opportunities
- > Case Study
- > Module Four: Review Questions

### Module Five: Managers Learn by Being Managed Well

- > Pair New Managers With Mentors
- > Reward Effective Managers
- > Emulate Effective Managers
- > Create/Document Best Practices
- > Case Study
- > Module Five: Review Questions

### Module Six: Provide Tools

- > Provide Manuals or Policy Documents
- > Empower New Managers
- > Provide Support
- > Provide Training and Development Opportunities
- > Case Study
- > Module Six: Review Questions

### Module Seven: Provide Support

- > Encourage Peer Networking
- > Establish Resource People
- > Encourage Mentor Relationships
- > Establish Regular Check-Ins
- > Case Study
- > Module Seven: Review Questions

### Module Eight: Identify Strong Candidates Early

- > Development Begins Early
- > Identify Candidates Early
- > Identify Candidates Through Evaluations
- > Develop Those with Management Goals
- > Case Study
- > Module Eight: Review Questions

### Module Nine: Clearly Define the Management Track

- > Make the Path to Management Clear
- > Serves as a Guidepost
- > Ensure Quality Training/Support
- > Succession Planning and Change Management
- > Case Study
- > Module Nine: Review Questions

### Module Ten: Empower New Managers

- > Decision Making
- > Asking for Help
- > Support, Don't Micromanage
- > Continuous Growth and Development
- > Case Study
- > Module Ten: Review Questions

### Module Eleven: Provide Growth Opportunities

- > Provide Continuous Growth Opportunities
- > Create a Development Plan
- > Provide Regular Feedback
- > Encourage Mentoring
- > Case Study
- > Module Eleven: Review Questions

### Module Twelve: Wrapping Up

- > Words From the Wise
- > Review of Parking Lot
- > Lessons Learned
- > Completion of Action Plans and Evaluations