Modular Management Programme Example

All modules can be delivered virtually or face to face usually every two to three weeks. To ensure high levels of interaction, we recommend working with groups of up to twelve participants.

Pre-Programme consultancy
(Engages relevant staff in the learning & builds our understanding of the organisation's objectives, culture & values)

Launch Event – 1hr

Launch Event

1-hour online launch event to introduce the programme and outline our expectations to both participants & their managers

Module 1

Management Fundamentals

- Roles and responsibilities
- Improved self-awareness
- 6 activities of a manager
- Finding time to manage
- Demonstrating accountability and responsibility
- Transitioning from team member to manager
- Building positive habits

Module 2

Driving performance & development

- Understanding performance types
- Effective delegation
- Leading through change
- Making the most out of 121's
- Goal & objective setting
- Dealing with underperformance
- Results vs behaviours

Module 3

Motivation & Engagement

- Understanding your team members
- Developing individual motivation strategies
- Maintaining motivation in a diverse team
- Creating the right conditions for engagement
- Building high performing teams
- Clear & precise communication

Module 4

Feedback & challenging conversations

- Handling challenging conversations
- Coaching through difficult subjects
- Using feedback in challenging conversations
- Thomas Kilmann Conflict Model – assertiveness & co-operative behaviours
- Navigating conflict
- Reactions to feedback

Review Session – 2hrs

Review Session

An opportunity to explore the impact of the learning and overcome any unique challenges the participants have faced since the initial programme.

All modules can be delivered over a full day or in 3hr sessions if preferred.

- E-Learning
- PROMOTE – Learning Transfer Platform
- Live case studies – reporting & analysis
- Additional subject reading assignments
- Lunch & learn sessions
- Practical 'on the job' activities & reporting on results

- Knowledge checks – quizzes, proof reports
- Online assessments – behaviour, self, team
- Design & produce presentations to demonstrate learning
- Individual 1-2-1 calls throughout

Other modules you may wish to consider include:

Coaching skills	**Impact & influence**	**Planning & organisation**
Challenges of hybrid management	**Recruitment & selection**	**Leading & managing change**

ilm

If you are keen to undertake a modular programme with Phoenix, all participants will have the opportunity to secure an ILM Recognised Certificate which will require them to deliver a short presentation and compile a portfolio of 'evidence' demonstrating how they have applied the learning back at work. This adds greatly to the overall impact of the programme.