

CHOOSE TO LEAD

Empower Your Growth with the 21st Century Manager Development Programme.

Programme Outcomes

- Understanding the shift to a leader mindset
- Development and implement effective planning and time management strategies
- Apply various leadership styles and techniques



YOUR PARTNER IN TRAINING SOLUTIONS AND TALENT DEVELOPMENT.



MANCOSA
Member of
HONORIS UNITED UNIVERSITIES

**Corporate
Training Solutions**



GET MORE

Innovate, Lead, Transform in the 21st Century.

The 21st Century Development Management Programme is designed to equip leaders, managers, and professionals with the skills and strategic insights needed to navigate today's fast-evolving global landscape.

This programme focuses on innovative leadership, digital transformation, sustainability, and agile management approaches to ensure organizations remain competitive and future-ready.

This is for recently appointed leaders or upskilling high performing team members to perform future leadership roles.

Contact us to enrol:

trainingsolutions@mancosa.co.za / mancosa.co.za/trainingsolutions



HOW YOU'LL GROW

Your Leadership Toolkit:

• **Interactive Workshops**



Assessments

- *Simulation Activities, Case Studies and Knowledge Check Activities*
- *Enneagram Psychometric Assessment*



Duration

6 Weeks (Can be customised)



MODULES

Learning Outcomes



Introduction to the Business Environment

- Describe the fundamental management principles and practices
- Explain the relationship between the organisation and management
- Identify and discuss the core areas of management, manager role distribution and managerial skills
- Discuss the relationship between the management process and its environments
- Identify the levels of management and discuss the activities which are performed at each level



Team Management

- Identify individual roles within a team and how they contribute to overall performance.
- Apply communication strategies that promote transparency and trust within teams
- Establish clear, measurable team goals aligned with organizational priorities.
- Use performance management tools to monitor progress and deliver constructive feedback effectively.



Finance for Non-finance Managers

- Develop proficient budgeting skills to effectively allocate resources and optimize financial decision-making within their respective fields.
- Learn how to forecast future financial trends to help make smart decisions about money.
- Acquire skills in managing cash flow effectively to ensure financial stability and sustainability in both personal and professional contexts.
- Understand how to analyze and make sense of financial statements to grasp the financial health and performance of businesses.
- Learn to gather and utilize financial data effectively for making informed decisions and improving financial outcomes.
- Learn the definitions and applications of debits and credits, including how they impact various accounts (assets, liabilities, equity, income, and expenses).



Fundamentals of Project Management

- Understand and apply generic project management concepts and definitions
- Understand the significance, impact, and relationship among the constraints in a project environment
- Demonstrate an understanding of the use of common tools and techniques used in the different stages of a project life cycle



Time Management

- Understanding the importance of time management
- Defining short-term and long-term goals
SMART goal setting
- Allocating time for specific tasks and projects
- Developing a personalized time management action plan