

From Co-Worker to Boss

Successfully transitioning into your new role

As you transition into a new managerial position, you will be confronted by a number of new challenges and tasks. In order to be effective in the new job, you will need to develop a series of key leadership skills. You will also have to manage the shift in your new relationship with your colleagues. This means re-balancing staff and the professional aspects without damaging the relationships you have built. It is also vitally important to motivate people and demonstrate that you are interested in their success and will take care of them.

Content

Clarification of your new leadership role

- The new leadership role: tasks and targets
- Becoming accepted in your new leadership role
- Understanding different leadership styles and deciding when to use them

Special transition challenges

- Dealing with competitive senior employees
- Giving and receiving constructive criticism
- Professional relationships with former coworkers
- What to do, when an employee puts the new leadership role into question?
- Clarifying expectations on both sides

Effect of your behaviour on your employees

- How to motivate your team
- Gaining authority without being authoritarian
- Giving and receiving feedback
- Delegating successfully to former coworkers
- Agreeing to common rules of the game for cooperation

Knowing yourself

- Developing your personal leadership style
- Your strengths and areas for development
- Knowing your own values, aims and priorities

Methodology

Individual and group work, trainer input and feedback, individual case studies, interaction, role play, cases, self-reflection. The seminar requires a lot of participation from the participants. Please bring your cases and questions.

Who should attend

Junior managers, who have recently taken on managerial tasks or are preparing for the transition from coworker to boss.

Duration:

2 days

