301-258-8200 | Sales@PhoenixTS.com | www.PhoenixTS.com

View Full Course Details including Latest Schedule Online

Team Building for Supervisors

BONUS! Cyber Phoenix Subscription Included: All Phoenix TS students receive complimentary ninety (90) day access to the Cyber Phoenix learning platform, which hosts hundreds of expert asynchronous training courses in Cybersecurity, IT, Soft Skills, and Management and more!

Course Overview

Our 1 day instructor-led training will teach Supervisors the importance of teams. Teams are organizations, teams or groups working inside an office environment that are focused on achieving the same goals. Bringing team members together can sometimes be a challenging task. This course identifies these challenges and helps your participants push through to success. Participants will begin to see how important it is to develop a core set of high–performance skills while working in an office locale. By knowing and managing the way people interact in an office setting, participants will be positioned to accomplish any task. By the end of this course participants will learn:

- How to address the challenges of collaboration
- How to identify high performance skills
- How to manage different personalities
- How to implement problem solving techniques
- How to encourage motivation
- How to increase productivity
- How to plan and meet realistic guidelines and goals

Schedule

Currently, there are no public classes scheduled. Please contact a Phoenix TS Training Consultant to discuss hosting a private class at 301-258-8200.

Course Outline

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Module One: Getting Started

- Housekeeping Items
- The Parking Lot
- Workshop Objectives

Module Two: The Benefits of High-Performance Teams

- Creates Loyalty
- Optimum Productivity
- Collaboration
- Creates Visibility

Module Three: Challenges of High-Performance Teams

- Can Create Competition
- High Turn-over Rate
- Negative Focus on Productivity
- Fear of Failure

Module Four: How to Build and Lead High Performance Teams

- Promote Understanding
- Provide Adequate Knowledge
- Facilitate Effective Interaction
- Conduct Effective Meetings

Module Five: Characteristics of High-Performance Teams

- Understand the Big Picture
- Have Common Goals
- Work Collaboratively
- Produce Quality Results

Module Six: Roles of an Effective Team Leader

- Provides Adequate Training

- Timely, Constructive Feedback
- Views Mistakes as Opportunities
- Environment of Problem-solving

Module Seven: Traits of Great Leaders Leading High Performance Teams (I)

- Vision
- Patience
- Humility
- Humor

Module Eight: Traits of Great Leaders Leading High Performance Teams (II)

- Courage
- Compliance
- Tolerance
- Gratitude

Module Nine: Ideas for Motivating High Performance Teams

- Let Employees be Idealists
- No Negative Criticism
- Give Ample Praise
- Have Lunch with Each Employee

Module Ten: Steps to Retaining High Performers

- Give Them Visibility
- Keep Them Entertained
- Reward Them
- Provide Them with Mentors

Module Eleven: Augmenting Team Performance

- Authority
- Ask Questions
- Quickly Resolve Differences

- Practice Unanimity

Module Twelve: Wrapping Up

- Words from the Wise
- Review of Parking Lot
- Lessons Learned
- Completion of Action Plans and Evaluations
- Recommended Reading

Workshop Wrap-Up

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GSA

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