

CERTIFICATE IN LEADERSHIP

Improve and strengthen your role as a manager by developing your leadership qualities.

The course is aimed at you who already are in management or are expected to become a manager or project manager where you will lead, develop and support others in working towards a common goal. The reason that you were the one selected implies that you were seen as having the qualities needed for the job. Now you wish to strengthen your role by developing your management skills.

Good leadership is realised through a greater understanding of yourself as a manager and team member as well as the dynamics of your team and organisation. Being a manager is to a great deal about inspiring others and producing a strong sense of team affinity where every individual does their best, feels responsible for the greater whole and helps one another towards the set goals.

The course will provide you with practical tools to increase the efficiency of decision making and delegation of authority, create a sense of affinity and team-spirit, develop the group and force through changes. You will also learn effective communication, managing possible interpersonal friction and conflicts, and creating an attractive place of work.

The course is largely based on an experience approach where we mix theory, exercises, exchange of experiences, and reflections. You will get the opportunity to practise and try different management situations, for example conducting a meeting, coaching co-workers, managing conflict, and giving and receiving feed-back.

COURSE CONTENTS

- ▶ The manager as coach
- ▶ Values as a management tool
- ▶ Self-awareness and personal development
- ▶ Communication and dialogue
- ▶ Team dynamics
- ▶ Team development
- ▶ Delegation
- ▶ Difficult talks
- ▶ Managing friction and conflicts
- ▶ Giving and receiving praise and criticism
- ▶ Dual loyalties
- ▶ Creating job satisfaction and commitment
- ▶ Personal plan of action

SCOPE

The course comprises 9 days of teaching (3 x 3 days, totalling 72 sessions) divided into modules, as follows:
Day 1 of each module: 10.00-17.00. Day 2: 09.00-17.00.
Day 3: 09.00-16.00.

CERTIFICATES

70% attendance and a sufficient academic effort grants FEI's Certificate in Leadership.

FEES

COURSE DATES
Go to www.fei.se

FÖRETAGS
EKONOMISKA

INSTITUTET

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