

# Human Power Solutions, LLC

## Developing New Managers

With this workshop your candidates will be provided the skills they need to succeed. By identifying prospective managers early and identifying a clear management track, your company will prosper and thrive with a solid development structure. Becoming a new manager can seem like a daunting and challenging task. To overcome these hurdles create an environment where employees know what is expected of them.



With our How to Develop New Managers course your participants will gain the support, best practices, and knowledge. This workshop will help your company develop well rounded, fair and confident managers. By early identification you will be able to groom prospective candidates and provide the best chance for success.

### Course Outline:

#### Module One: Getting Started

- Housekeeping Items
- Pre-Assignment Review
- Workshop Objectives
- The Parking Lot
- Action Plan

#### Module Two: Managers are Made, Not Born

- Managers Must be Developed
- Management Skills can be Learned
- Managers Learn by Being Managed Well
- Create a Management Track
- Case Study
- Module Two: Review Questions

#### Module Three: Create a Management Track

- Clearly Define Roles and Competencies
- Provide Tools
- Identify Candidates Early
- Clearly Define Management Track
- Case Study
- Module Three: Review Questions

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## **Module Four: Define and Build Competencies**

- Clearly Define Competencies Needed
- Identify Strengths
- Identify Development Areas
- Provide Development Opportunities
- Case Study
- Module Four: Review Questions

## **Module Five: Managers Learn by Being Managed Well**

- Pair New Managers with Mentors
- Reward Effective Managers
- Emulate Effective Managers
- Create/Document Best Practices
- Case Study
- Module Five: Review Questions

## **Module Six: Provide Tools**

- Provide Manuals or Policy Documents
- Empower New Managers
- Provide Support
- Provide Training and Development Opportunities
- Case Study
- Module Six: Review Questions

## **Module Seven: Provide Support**

- Encourage Peer Networking
- Establish Resource People
- Encourage Mentor Relationships
- Establish Regular Check-ins
- Case Study
- Module Seven: Review Questions

## **Module Eight: Identify Strong Candidates Early**

- Development Begins Early
- Identify Candidates Early
- Identify Candidates through Evaluations
- Develop Those with Management Goals
- Case Study

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## **Module Eight: Review Questions**

- Module Nine: Clearly Define the Management Track
- Make the Path to Management Clear
- Serves as a Guidepost
- Ensures Quality Training/Support
- Succession Planning and Change Management
- Case Study
- Module Nine: Review Questions

## **Module Ten: Empower New Managers**

- Decision Making
- Asking for Help
- Support, Don't Micromanage
- Continuous Growth and Development
- Case Study
- Module Ten: Review Questions

## **Module Eleven: Provide Growth Opportunities**

- Provide Continuous Growth Opportunities
- Create a Development Plan
- Provide Regular Feedback
- Encourage Mentoring
- Case Study
- Module Eleven: Review Questions

## **Module Twelve: Wrapping Up**

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