Leadership Skills for Managers in the Public Sector

Introduction

Management training and leadership development is not a "nice to have" but rather core to the health and growth of South Africa's public sector. This intensive three-day training course offers a planned and systematic approach to developing the core knowledge and skills government managers and leaders need to work with confidence throughout their careers.

This course focuses on the differentiators for today's government leaders and managers – the ability to create vision, capture the hearts and minds of people, communicate in a persuasive way, balance the need for results with the ability to inspire and energise people.

Through this comprehensive training program, you will master strategic planning, performance measurement, performance budgeting and program evaluation techniques. Designed with the latest government performance mandates in mind, you will emerge from the course armed with the skills to plan, measure, evaluate and budget.

Course Objectives

- Building teams to meet set goals and objectives
- Monitoring team members and measuring effectiveness of performance
- Applying the Batho Pele principles to own work
- Demonstrating knowledge of and applying the Public Sector Code of Conduct in own work roles and context
- Applying a range of project management tools

Course Outline

Building teams to meet set goals and objectives
- Demonstrating knowledge of the principles and processes of team building in workplace activities
- Getting agreement from team members on objectives, time frames, rules and guidelines for participation
- Leading team to complete workplace activities
- Monitoring team members and measuring effectiveness of performance
- Preparing for performance review of team member

Applying the Batho Pele principles to own work role and context
- Explaining how the Batho Pele principles apply to your own work roles
- Explaining how the application of Batho Pele principles determines the way in which work is done in the public sector
- Identifying and describing successful examples of application of Batho Pele principles in public sector contexts
- Explaining why the Batho Pele principles are so important to government and effective service delivery in South Africa and your own organisation

Demonstrating knowledge of and applying the Public Sector Code of Conduct
- Explaining the contents of the South African Public Sector Code of Conduct
- Explaining the implications of the Public Sector Code of Conduct for a Public Sector organisation
- Describing the implications of the Public sector Code of Conduct for a Public sector employee

Applying a range of project management tools
- Demonstrating an understanding of project management tools and how to use them.
- Applying corrective action steps where project management tools and techniques usage problems occur