



THE
LEARNING
DEVELOPMENT
GROUP

Introduction

This practical and comprehensive course, which is unit standard based, is aimed at new and junior managers who manage the performance of individuals within a department or business unit in an organisation.

It provides deep understanding of the role of a team leader, the purpose of a team, gaining commitment from team members and monitoring the achievement of team objectives against organisational standards.

Delegates will also evaluate the contribution of their area of responsibility to overall organisational strategy and understand the relationships between junior management and other management roles in the organisation.

Target Audience

This course is suitable for junior and new managers, section heads and supervisors who want to gain a clear understanding of team leadership, organisational strategy alignment and the roles and relationships of managers in organisations.

Entry Requirements

- Competent in Communication Literacy at NQF Level 3.
- Competent in Mathematical Literacy at NQF Level 3.

Additional Requirements

- You will need access to appropriate workplace management activities.
- Active support and mentorship by your manager.
- Access to a PC, software and the internet for coursework.
- Internet and bandwidth to accommodate virtual, facilitator-led sessions, if applicable.

Management & Leadership

Managers' Development Programme

SERVICES SETA Statement of Results

US ID: 242821 & 242813 & 242818

NQF Level: 4

Credits: 16

Course Delivery & Assessment

We use in-classroom, virtual classroom and blended interactive, facilitated training, group discussions and practical exercises to embed skills.

You will need to:

- Attend all scheduled sessions.
- Demonstrate theoretical and practical understanding of course content.
- Complete and present practical assignments.
- Participate in group activities and discussions.
- Compile and submit a Portfolio of Evidence (PoE).

To receive your Statement of Results: Managers' Development Programme, you will need to compile, submit and be found competent on a Portfolio of Evidence (PoE).

Learning Outcomes

By the end of the course, you will be able to:

- Explain the role of a team leader.
- Explain the purpose of a team.
- Contract with a team to gain commitment.
- Monitor achieving team objectives.
- Understand the overall strategy of an organisation.
- Understand how the activities of own area of responsibility align with the overall strategy of the organisation.
- Communicate to the members of own team how its area of responsibility aligns to the overall organisational strategy.
- Explain the relationship between the type, ownership and size of an organisation and its management structure.
- Explain the relationship between various management roles.





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Course Content

Managers' Development Programme

Accreditation Body: SERVICE SETA

| | | |
|-----------------|--------------|-------------|
| SAQA ID: 242821 | NQF Level: 4 | Credits : 6 |
| SAQA ID: 242813 | NQF Level: 4 | Credits : 5 |
| SAQA ID: 242818 | NQF Level: 4 | Credits : 5 |

US 242821: Identify responsibilities of a team leader in ensuring that organisational standards are met

- Explain the role of a team leader in an organisation
- Explain the purpose of a team
- Contract with team members to obtain commitment to achieve organisational standards
- Implement, monitor and evaluate performance against team objectives and organisational standards

US 242813: Explain the contribution made by own area of responsibility to the overall organisational strategy

- Demonstrate an understanding of the overall strategy of an organisation
- Demonstrate an understanding of how the activities of own area of responsibility align with the overall strategy of the organisation
- Communicate to the members of the team how its area of responsibility aligns to the overall strategy

US 242818: Describe the relationship of junior management to other roles

- Explain the relationship between the type, ownership, size of an organisation and its management structure
- Explain the relationship between various management roles

Our Accredited Organisations



FACULTY
TRAINING
INSTITUTE



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Siyaya
SKILLS INSTITUTE



PROSERV
SOUTH AFRICA



MBAT
DEVELOP - EMPOWER - GROW

