



THE CPD STANDARDS OFFICE
CPD PROVIDER: 50415
2023-2025
www.cpdstandards.com

People Management Programme

Optimum Limited



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TRAINING & BUSINESS
SERVICES





People Management Training Programme

A highly interactive programme focusing on enhancing your management skills for success in your workplace. The programme will provide you with the essential techniques that will help you to effectively manage the interactions you have with people. You will also gain the personal skills to organise and develop your managerial role and learn how to foster an environment that encourages innovation and continuous improvement.

LEADERSHIP & DELEGATION - 7 CPD

Understand different leadership and management styles and their impact on a team

COMMUNICATING WITH IMPACT - 7 CPD

Learn how to communicate confidently as a leader and positively with clients, colleagues and staff in a variety of situations.

HIGH PERFORMANCE TEAMS - 7 CPD

Analyse how teams are built by developing the right mix of people and outline how they can be motivated by a confident leader

COACHING & MANAGING PERFORMANCE - 8 CPD

Develop the skills and understanding among managers to set up and develop performance management systems and develop their skills in coaching

MANAGING HYBRID TEAMS - 4 CPD

Explore the key best practices and skills necessary for those responsible for successfully leading hybrid teams

Training Workshops

Communicating with Impact

This workshop will help participants to communicate more effectively at all levels of the company. Participants will learn that this requires a complex mix of skill and style and an ability to adapt to different personality types.

To consistently achieve successful outcomes, it is necessary to have an in-depth understanding of what really happens during the process of communication. This course introduces delegates to the fundamental dynamics of high impact communication.

On completion of this Training Module participants will be able to:

- Appreciate the importance of high impact communication in a variety of situations.
- Create the appropriate environment for delivery of excellent face-to-face communication (one to one or to a larger audience)
- How to influence people, read body language, respond quickly and be assertive
- Be an effective communicator who can absorb other people's views and clearly communicate your own
- Develop the confidence and competence to communicate for greater performance
- Take ownership and responsibility to ultimately communicate better



CPD 7 Points Certificate



Zoom



Classroom



6-7 hours



For enquiries,
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