

OUTLINE



Developing People in the Workplace

Overall Description:

This course is designed to help managers and all professionals who need to become more effective and efficient in developing their team and planning.

Course Objectives:

- Identify what motivation is.
- Describe common motivational theories and how to apply them.
- Learn when to use different kinds of motivators.
- Create a motivational climate.
- Design a motivating job.

Course Outline (Content):

What is Motivation?

Supervising and Motivation

Why is Motivation Important?

- Identifying motivators
- Motivational theories

Fear and Desire

Setting Goals

- Setting goals with SPIRIT
- Goal setting and goal getting
- Practical action plan

The Role of Values

- Work values
- What do we value in work?

Creating a Motivational Climate

The Expectancy Theory

Applying your Skills

- Situational Analysis
- Case studies

Designing a Motivational job

- Methods of designing or redesigning motivating jobs



OUTLINE (Cont.)

- How to motivate employees on a daily basis?

A Motivational Checklist

Who Should Attend?

Supervisors and Managers who want to create a more dynamic, loyal, and energized workplace.

Competencies Covered:

- Effective Collaboration.
- Influencing & Communication for Impact.

