

# TRAINING ON EFFECTIVE LEADERSHIP SKILLS

29th - 31st August 2018



## OVERVIEW

Effective leaders are vital to an organization as they provide guidance to strengthen work environment, creating confidence, building morale and motivation, it plays an important role in aligning organisational resources for intended strategic objective while linking emotional intelligence with the most effective leadership style that will maximize organization efficiency with well engaged employees. This training will equip you with adequate knowledge, skills and attitude required for an effective leader in today's business environment.

## COURSE HIGHLIGHTS

- ✓ Developing Personal Leadership
- ✓ What leadership is and is not
- ✓ Leadership Styles
- ✓ Emotional Intelligence
- ✓ Key Assumptions for today's Leadership
- ✓ Your leadership Imperative and Emotional Intelligence
- ✓ Planning & Leading Innovation
- ✓ Leadership & Organisational Effectiveness
- ✓ Defining the Performance Process
- ✓ The Leadership Process & Steps
- ✓ Problem Analysis and Decision-Making
- ✓ Recognizing Human Potential
- ✓ Implementing the Delegation Process
- ✓ Handling Mistakes & Team Performance
- ✓ Communicating to Lead
- ✓ Leading More Effective Meetings
- ✓ Celebrating Success
- ✓ Committing to Continual Improvements

## PARTICIPANTS

- Business Owners
- Directors of Human Capital
- HRBPs
- HR officers
- Line Managers
- Senior HR Practitioners
- HR Practitioners
- HR Managers
- Potential Managers

## WHEN & WHERE

29th - 31st August 2018  
at Nashera Hotel, Morogoro

## TRAINING COST

**Members:** Tshs. 700,000/= per participant

**Non-Members:** Tshs. 850,000/= per participant

Note: All fees are VAT Inclusive

The fee will cover tuition fees, training materials, refreshments, lunch and a Certificate of Competence.

**NB:** Kindly note that training fee has to be paid in advance by cheque or through Electronic Funds Transfer (EFT), or Cash Deposit at the Bank or at ATE offices in Dar es Salaam, Mwanza or Arusha.

## OUR BANK DETAILS

**Account Name:** Association of Tanzania Employers

**Account Number:** 011103015899

**Bank:** National Bank of Commerce Ltd

**Branch:** Corporate Branch, Dar es Salaam

**Swift Code:** NLCBPZTXXX

**NB:** When making payment, kindly indicate your company name, training title & participant name

## GROUP DISCOUNT



### Members and Non-Members

3 to 4 delegates - 5% discount

5 to 9 delegates - 10% discount

More than 10 delegates - 15% discount



We are also here to ease your burden of sending all officials away from business, kindly let us know if you would like us to deliver this training to your door steps and we will do a convenient arrangement for you.



Mobile: +255 683 932 308 or +255 682 429 292



Telephone: +255 22 2762158/59



Emails: [rukeisa@ate.or.tz](mailto:rukeisa@ate.or.tz) or [belela@ate.or.tz](mailto:belela@ate.or.tz)  
[training@ate.or.tz](mailto:training@ate.or.tz) and [info@ate.or.tz](mailto:info@ate.or.tz)

Contact Us