



MALAYSIAN INSTITUTE OF MANAGEMENT
Institut Pengurusan Malaysia



HRDF
CLAIMABLE

FIRST TIME MANAGERS

Commencement Date: **30 November 2020**

First time managers usually face a huge challenge of managing delivery along with learning how to set goals, motivate teams, manage team conflict, ensure a high-performance culture

In this programme, we will help first time managers to understand the challenges associated with managing people and build the right skills needed to overcome them.



**An Interactive
8 Weeks
Online Learning
Programme**

What will you learn during the 8 weeks?

Week 1

Readings, self-paced modules and a 90-minute Masterclass on "Moving from an individual contributor to a people's manager- a mindset shift"

Week 2

Self-paced modules and case studies on "Managing Self"

Week 3

Self-paced modules and case studies on "Coaching and developing your team"

Week 4

Self-paced module/s on "Impactful communication"

Week 5

Readings, self-paced modules and a 90-minute Masterclass on "Managing talent"

Week 6

Self-paced modules and case studies on "Managing Diversity" – followed by quiz and revision of concepts

Week 7

Self-paced module on "Leading a high-performance team" followed by quiz and revision of concepts so far

Week 8

Closure: Masterclass on "Bringing it together" and ensuring implementation of learnings to workplace

Who Should Join

A newly promoted Manager, Team Leaders, anyone who hasn't gone through a formal people management programme but is managing people

How will you learn?

Your learning journey will be based on combination of Self Paced Learning, Live Webinar, Videos, Learning Articles, Online Pre and Post Assessment Quizzes and Case Studies

At the end of the programme, you will be able to :

- Make a smooth transition into your new managerial role
- Gain skills and imbibe concepts that will make you efficient
- Be prepared for the pitfalls and common blind spots
- Make a mindset shift towards being an impactful people manager through increased self-awareness

Who are your Masterclass Facilitators?



Shweta Kumar

- Masters degree in Management of Change- INSEAD
- Accredited Facilitator, Coach



Avik Chatterjee

- Leadership Consultant and Coach | Keynote Speaker
- Expertise in OD, Performance Enhancement Tools, Top team Alignment, Cultural Transformation

To find out more on the online programmes, please contact: pds@mim.org.my today

