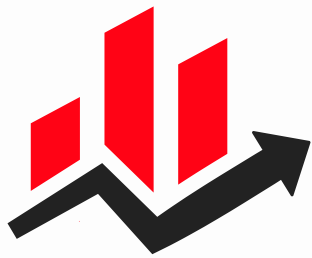


preferred future

skills academy

learn, achieve, **transform**: online and face-to-face



**MANAGING WITH
IMPACT
ONLINE**

**A MANAGEMENT
DEVELOPMENT PROGRAM
FOR PEOPLE MANAGERS,
SUPERVISORS AND TEAM
LEADERS WHO NEEDS
SKILLS AND KNOWLEDGE
ASAP!**

**A comprehensive 7 week paced and blended
online training program for people
managers.**

**This program will give you the skills to
manage your teams more effectively and
deliver consistent results whilst saving time,
energy and stress.**



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The Managing with Impact Program is designed to be practical and immediately implementable in the real and fast-paced world in which you lead.

It is results-focused and builds into a holistic management skills development training that will equip you with the skills and confidence to manage teams in every situation.

Why Preferred Future Skills Academy?

Meeting your people management challenges is the focus of my Managing with Impact Program. I have honed this training program through 20+ years of experience and expertise in the topics of management and leadership skills.

The program enables managers like you, from junior to senior, by providing a roadmap of knowledge and skills to manage your teams effectively.

Along the way, your learning on the program equips you with the skills and confidence to be a high-performing people manager without the stress that usually comes with that role.

My approach is open, engaging and supportive. As a qualified coach, I bring a wide range of tools and methods that will help you achieve your potential and accelerate your performance and success.

I set up Preferred Future Skills Academy in 2013 in Kilkenny, Ireland. This was after spending many years in the world of management, learning and corporate training across public, private, and government sectors.

I design and run management and leadership skills development and coaching because I see the value of learning and how it transforms peoples' lives.

Myself and my team look forward to welcoming you onto this high impact skills development program.



Reg Friddle

03

This program gives you a roadmap of knowledge and skills to manage your teams effectively

Reg Friddle

Head of Skills Development and Executive Coaching

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Welcome to Managing with Impact

This comprehensive 7 week paced and blended online training program for people managers.

This program will give you the skills to manage your teams more effectively and deliver consistent results whilst saving time, energy and stress

This program is for you if:

1. You have tried to get your team to perform with **patchy or inconsistent** results
2. You lack the management **frameworks** to implement your plans with your team
3. You don't have the **time or energy** to manage your team effectively
4. You want to **prioritise** but don't know where to start
5. You need some new ways to **engage your team** to deliver for your business
6. You want to be **recognised as a great performer** in your business
7. You want your team to take **full ownership and accountability** for their work
8. You have conflict within the team that isn't going away
9. You need to give direct **feedback but struggle** to find the words
10. You want the time to work on **high-value tasks** that are interesting and fulfilling and not be dragged into fire-fighting or micro-management



04

"The content of the course was relevant and concise with a really easy to follow flow. The online experience was excellent,

My level of understanding on the topic has been greatly enhanced and I have managed to use the learnings day to day in my work. I would highly recommend this course! Thank you Reg"

Andrea, Project Manager, Global Multinational

Program summary

This program is aimed at:

People managers at every level, from Senior/ General Manager to front line Supervisors, Duty Manager and Team Leaders.



Timetable:

The program launches 4 times a year, in January | March | May | September

Format:

- **7 weeks** (approximately 2.5 hours per week in total)
- **18 hours** of learning in total*
- **7 online modules** delivered into your in-box weekly
- **7 live online group coaching** sessions
- interactive, engaging and fun content with lively online learning modules that are **quick and easy** to use
- private **learning community** for sharing your learning and collaborate with others on the program
- personalised **Insights Discovery personality report** to help you understand your personality and management type
- access to **bonus course content** not available outside of this Program
- **lifetime access:** to the courses, videos, coaching and resources

Overall goal:

This program will cover everything you need to know to become a confident people manager who can run your department/ section / team in an effective and efficient way.

By the end of the program you will have a wide range of management tools and methods at your fingertips to handle the team and management challenges you face.

05

"Excellent course with lots of solid examples, interactivity and best practice advice.

Well written and laid out. Very engaging throughout!"

Helena, Head of Learning, large Irish university

* average time taken to complete the program

What will I learn?

When you complete this program you will have:

- **Raised your level of self-awareness** of your strengths and weaknesses as a people manager through your own **Insights Discovery self awareness management report**
- The **core skills you need to excel** as a people manager
- A plan to **engage and motivate your team** to achieve consistent high performance
- Capabilities to **set and monitor targets** you set for your team
- Confidence and a structure to give **constructive feedback to your team** without creating conflict or disagreement
- The ability to **coach your team to take ownership** of their own performance and targets
- A toolkit to **manage conflict and have challenging conversations** with your team when you need to



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Learning pathway



Format:

The program is delivered over 7 consecutive weeks, with each week's content offering short and engaging modules that include:

- short video lectures
- your own personalised personality report called Insights Discovery
- **downloadable PDF workbooks**, cheat sheets, questionnaires, templates, infographics and guides
- fun quizzes that help you memorise the key points
- **7 management learning modules** delivered to your inbox, 1 module per week
- an **online learning community** where you can share good practice with other learners on the program

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Orientation and welcome to the program



Introduction to Personality & Self-Awareness



Unleash Team Excellence



Turning Your Vision Into Reality through SMART targets



Certificate of completion and close of the program



Managing a conflict-free team



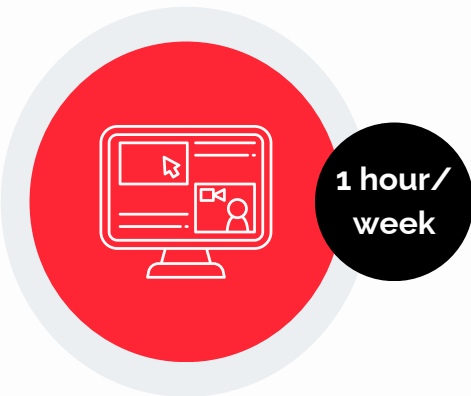
Coaching for the Performance Edge



The Art of Feedback

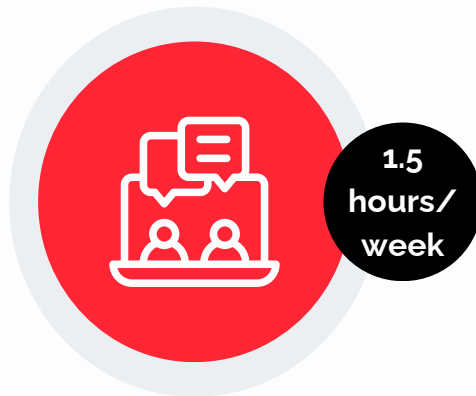
Learning pathway core elements

This program combines engaging online learning modules delivered through our secure learning platform. You will be able to learn at your own pace during the week and , alongside your online modules, you will be invited to the weekly live Zoom coaching sessions to provide direct access to your trainer/ coach.



1 hour/
week

Engaging online learning
(videos, quizzes, PDF's,
learning activities)



1.5
hours/
week

Live Zoom-based Group Coaching
(to discuss the week's topic in more
detail with your tutor/ coach)



always
available

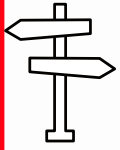
Online learning community
(a live community to share
learning and good practice)

The live coaching will provide real-life case-studies and opportunities to share learnings and challenges faced when you try and implement the content of each e-learning module. You will have time to ask questions and build a community of learning with other students on the Program.

The live coaching is a unique and crucial component to ensure that the Program has the immediate and desired impact that you need.

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Course modules



Week 1

Orientation and welcome to the program

Gives you an introduction and overview of the Managing with Impact program. This will enable you to understand the core components of the program and how to navigate the elements of the program confidently.

You'll learn how to make best use of the Program's content to boost your management skills to create an engaged and accountable, high performing team.

Group coaching # 1

Live online group coaching session to help you put the learning from the module into action. With practical examples and opportunities for group learning and questions. 1.5 hours duration via Zoom.



Week 2

Introduction to Personality & Self-Awareness

This course will give you an overview of the concept of personality type. Importantly, you will receive your **Insights Discovery** personalised report which you will use throughout this program.

By the end of this course you will know more about personality types and be able to use this knowledge to raise your self-awareness and adapt more effectively in your dealings with others. It will be particularly useful to your team leader/ people manager role.

Group coaching # 2

Live online group coaching session to help you put the learning from the module into action. With practical examples and opportunities for group learning and questions. 1.5 hours duration via Zoom.

09

Course modules



Week 3

Unleash Team Excellence

Learn the foundations and key principles of effective and consistently high-performing people management. Including the 4 elements of team effectiveness, how to create an accountable team, managing your time effectively and build trust with your team and others.

By the end of the course, you will be equipped with the mindset and skills needed to drive organisational and team effectiveness and personal growth.

Group coaching # 3

Live online group coaching session to help you put the learning from the module into action. With practical examples and opportunities for group learning and questions. 1.5 hours duration via Zoom.



Week 4

Turning Your Vision Into Reality through SMART targets

You will learn why vision and SMART targets are important and how to set them in ways that gain agreement and buy-in from your team. Ensuring goals are Specific, Measurable, Achievable, Relevant, and Time-bound, will help your team gain purpose and direction. You'll also learn how to track and monitor targets to ensure that your team are on track with achieving their targets.

By the end of this course you will have clarity on priority targets of your team and how to agree, communicate and track the achievement targets to each of your team members.

Group coaching # 4

Live online group coaching session to help you put the learning from the module into action. With practical examples and opportunities for group learning and questions. 1.5 hours duration via Zoom.

10

Course modules



Week 5

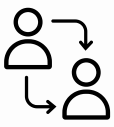
The Art of Feedback

This module will transform your feedback skills for a more constructive and productive workplace environment. You will gain toolkits and skills to give and receive feedback that leads directly to team performance improvements.

By the end of the course you will be equipped with the tools, confidence and mindset to promote a feedback-rich culture that drives personal and professional growth.

Group coaching # 5

Live online group coaching session to help you put the learning from the module into action. With practical examples and opportunities for group learning and questions. 1.5 hours duration via Zoom.



Week 6

Coaching for the Performance Edge

This course will bring about a transformation in your coaching and mentoring skills for effective management and team development. You will learn several powerful coaching models and approaches including the parent, adult child ego states and the GROW coaching model.

By the end of the you will be equipped to effectively coach and mentor your team, fostering a culture of continuous learning, delegation, professional growth, and achievement.

Group coaching # 6

Live online group coaching session to help you put the learning from the module into action. With practical examples and opportunities for group learning and questions. 1.5 hours duration via Zoom.

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Course modules



Week 7

Managing a conflict-free team

Learn how to create a co-operative and positive team dynamic where negative conflict is almost never seen.

By the end of this course you will know how to prevent negative conflict and promote productive disagreement in your team, which in turn will lead to better decisions, increased innovation, more accountability and more trust in the team.

Group coaching # 7

Live online group coaching session to help you put the learning from the module into action. With practical examples and opportunities for group learning and questions. 1.5 hours duration via Zoom.



Close

Close of the program

At the end of Week 7 we will close the program and you will receive your certificate of completion.

You will continue to have access to all the online modules so you can go back and refresh your learning whenever you want.



The Managing with Impact Program also offers the following FREE BONUS courses

Building Morale and Motivation in Your Team

Decisive Delegation

Moving between 'Balcony' and 'Dance floor' management

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Testimonials



The coaching guidance and support I received from Reg has significantly impacted my personal and professional development. It has allowed me to set clearer goals and provided me with the tools and strategies to work towards them effectively. The coaching process has not only improved my confidence but has also broadened my perspective, helping me see new opportunities and navigate challenges more adeptly. Working with Reg has been a collaborative and insightful journey. Reg's expertise, patience, and dedication to my growth made the experience both enjoyable and enriching. I believe the coaching has set me on a path towards a brighter future, equipping me with the skills and mindset to achieve my aspirations.

**Colin Duggan, General Manager,
Woodford Dolmen Hotel, Carlow**

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As hotel managers we often struggle to carve out some time to reflect and help us refocus energies to effect change in our organisations.

Spending time with Reg in this forum, breaking down the methodology of leadership around accountability and ownership of responsibilities highlighted the required framework to making a real practical difference. It's not complex but it does require clarity and a mindset of consistently taking 1 step towards better. This was time well spent.

**Donnacha Hurley, General Manager,
Absolute Hotel, Limerick**

Contact us



email us at courses@preferred-future.com



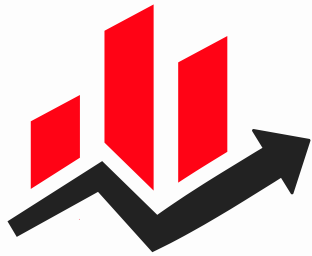
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If you have any questions or would like more information about our online courses, team building programs or in-person skills development and coaching, please:

Visit our website at
www.preferred-future.com

Contact us at
courses@preferred-future.com

