

NEW TO HEAD OF DEPARTMENT - THE BEHAVIOURS OF AN OUTSTANDING LEADER

CODE 9006

ABOUT THIS COURSE

This practical, course is designed to help kick-start your management and leadership career. It is designed for people who are new into middle management positions and aims to give you the confidence to manage and lead effectively.

We'll take some best practices, academic theories and experiences from within the teaching world and from further afield to create a discursive, thought provoking day. We'll take time to understand the new skills needed to engage those around you, both managing practicalities of getting the job done, and inspiring your team to work with you to achieve goals. We'll look at some different styles of management and where each is effective and the potential pitfalls and how you can develop resilience to protect yourself and thrive under pressure. This course can also be brought into your school, and tailored accordingly, if required.

PROGRAMME

	TIME
Exploring the behaviours of an outstanding and inspiring leader	10.00 – 11.00am
<ul style="list-style-type: none"> Exploring the different skills needed to be personally excellent as a teacher, effective as a manager and inspirational as a leader Exploring the behaviours of successful leaders Understanding your natural style of leadership Exploring different styles of leadership and understanding when each style is effective and what the pitfalls might be 	
Discussion: coffee break	11.00 – 11.15am
Managing people with confidence	11.15 – 12.30pm
<ul style="list-style-type: none"> Understanding when to manage and when to lead to get the best out of your team Managing the way we communicate with our team Exploring different styles of leadership – from being brave enough to delegate or have the conviction to simply tell people what to do, and what the middle ground looks like Running effective, engaging meetings Strategies to build relationships with all those around you to ensure you have support from all levels Getting everyone on board with your vision 	
Lunch and informal discussion	12.30 – 1.30pm
Managing challenging conversations	1.30 – 2.30pm
<ul style="list-style-type: none"> Getting the basics right – picking the right medium to communicate certain messages Understanding how different people can see the same situation from different perspectives How to view all feedback as positive, whether it is an opportunity to learn, or a reminder of a job well done Strategies to give challenging feedback to your team in a positive way Getting the balance right between support and challenge to create a happy, hardworking culture 	
Discussion: afternoon tea	2.30 – 2.40pm
The day-to-day managing your team and avoiding being task orientated	2.40 – 3.15pm
<ul style="list-style-type: none"> Exploring the new responsibilities you have as a leader and how you might balance your time Understanding the dangers of becoming over-focussed in one area and how that might affect the performance of your team 	
Leading with resilience	3.15 – 3.45pm
<ul style="list-style-type: none"> Understanding how pressure affects you, and how your response effects your team Learning to 'control controllables' so we focus our energy in the most effective way Triaging workload to allow you to prioritise your time The importance of celebrating success to support your self-belief and the belief of your team 	

LOCATION/DATE

London

Tuesday 14 November 2023

COURSE LEADER

Tim Hudson is a leadership and development expert with a particular interest in the education sector. Backed by a degree in management, he has worked with a wide variety of people, from aspiring student leaders to senior managers. In the past few years he has run in-house programs developing leadership in teachers and pupils in HMC schools, including a pioneering year-long leadership course accredited by the ILM.

WHO SHOULD ATTEND?

- New Heads of Departments, Middle Leaders and HOD new in post
- Middle leaders who have been in post less than 1 year
- Senior Leaders responsible for new middle leaders
- Those in leadership positions looking for new ideas to improve their management and leadership

BENEFITS OF ATTENDING

- Exploring the behaviours of an outstanding and inspiring leader
- Managing people effectively and with confidence
- Understanding different styles of management and their effectiveness in different situations
- Understanding the new responsibilities you have as a manager and the dangers of becoming over-focussed in one area
- Strategies to build relationships with all those around you to get high levels of buy-in
- Leading with resilience
- Managing challenging conversations
- The importance of celebrating success to maintain engagement