



NDA

TRAINING TASMANIA

nurture - develop - achieve

Effective Supervision Skills

Course Cost

\$ 395

Duration

1 Day

Locations

- Hobart
- Launceston
- Ulverstone

Course Dates

Course dates can be found on the training calendar on the NDA website:

www.nda.com.au

If there are no dates listed, please email:

bookings@nda.com.au

to express interest in the course.

More Information

For more information on any of our courses or services please email:

bookings@nda.com.au

or visit the NDA website at:

www.nda.com.au

National Competency Standard

BSBLDR414 – Lead team effectiveness

BSBTWK502 – Manage team effectiveness (with post-course work)

Prerequisites

There are no pre-requisites for this course.

Course Objectives

This course provides the skills, knowledge and outcomes required to plan and supervise the performance of the team and develop team cohesion.

Learning Outcomes

- Understand the principles of good leadership
- Participate in team planning
- Develop team commitment and co-operation
- Manage and develop team performance
- Participate in and facilitate work teams

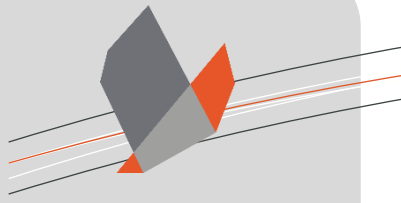
Optional Assessment

This course is part of a nationally recognised training program. Participants who successfully complete the optional assessment component of this course will receive a Statement of Attainment for the unit of competency aligned to the training course.

Exercises and activities completed during the course will be used as evidence towards unit competency.

Participants who choose not to be assessed will receive a Certificate of Attendance.

PER UNIT FEE: \$195



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Effective Supervision Skills Course Content

RTO Provider:60034

NDA Launceston

Level 1, 65 St John Street
Launceston TAS 7250
03 6334 4910

NDA Hobart

Level 3, 110 Collins Street
Hobart TAS 7000
03 6224 2660

NDA North West

4B, 21 Alexandra Road
Ulverstone TAS 7315
03 6423 4547

Private Training

This training can be delivered as a private course for your organisation and can be customised for your needs. The training can be delivered either on-site or at NDA.

Please contact us for further information and to be provided with a quote.

Principles of good leadership

- Understanding what makes people tick
- Handling difficult people effectively
- Motivating and inspiring team members
- Maximising your own leadership style

Participating in team planning

- Identifying strategies for setting goals
- Discussing and agreeing on goals and responsibilities
- Identifying resources required
- Establishing standards of performance required by the team
- Determining task reporting requirements

Developing team commitment and co-operation

- Communicating effectively
- Encouraging team decision-making
- Supporting team initiative and interaction

Managing and developing team performance

- Allocating tasks and responsibilities
- Negotiating strategies for goal achievement
- Identifying training needs
- Negotiating on task timelines

Participating in and facilitating work teams

- Reviewing progress against agreed timelines
- Implementing alternative strategies for task achievement
- Monitoring and reporting team performance
- Providing feedback to individual team members