

Manager Essentials 201

PROGRAM OVERVIEW

Managers are key to your company's success, driving employee performance and retention. This course's four interactive workshops equip managers with skills for handling tough conversations, enhancing collaboration, and building resilient teams.

RECOMMENDED AUDIENCE

- Mid-Level Manager
- ME 101 Alumni
- 3+ Years of Managing Experience

WORKSHOP INFO

Taking Ownership & Accountability

Wednesday, 9/11
8am & 12pm EST
90 min

There's a major difference between doing a job and taking ownership. In this session, we discuss what it means to take ownership and embrace accountability in your role and on your projects, and more importantly, how to make it happen.

We will get clear and specific about the five areas of accountability – expectations, capabilities, measurement, feedback, and consequences – and how they must work together as a system. Each participant will complete their own assessment for a current project based on these areas, and we'll discuss specific ways to increase your own personal ownership and accountability going forward.

Motivation

Wednesday, 9/18
8am & 12pm EST
90 min

Theories of motivation have been around for decades, but our new hybrid world requires a refresh. In this module, leaders will learn how to help their teams build autonomy, mastery, and purpose in challenging environments and how to authentically and intentionally use recognition and rewards to inspire your people to do their best.

Collaboration

Wednesday, 9/25
8am & 12pm EST
90 min

Collaboration is an overused word but underutilized leadership practice. If you want to have great collaboration, you need agility, psychological safety and intentionality. In this module, learn how to lead effective collaborations by fine tuning your team practices, creating an environment that is safe for risk taking, and being intentional about how and when work gets done together.

Conflict & Difficult Conversations

Wednesday, 10/2
8am & 12pm EST
90 min

Conflict in the workplace is inevitable, but far too many of us vainly hope to avoid it vs. building our capacity to deal with it successfully. We teach a five-step process for approaching and resolving conflict and review how to prevent conflict from escalating. There is an interactive activity for participants to practice what they've learned. We'll also spend some time focused on difficult conversations. We'll learn the "D.E.F.I.C.I.T." model which helps participants organize their thoughts and approach to handling difficult situations. Participants have a chance to practice in a paired exercise.

WHAT IS YOUR FAVORITE PART OF THE EXPERIENCE?

"The engagement made learning enjoyable"

"To build an authentic personal brand that drives my career goals"

"My biggest takeaway was confidence - I feel like I have more confidence to not only advocate for myself, but to make new connections and step out of my comfort zone"

"The frameworks, the Forem app is user friendly and helpful to connect with peers."

"Being a manager is not easy. The tools that were provided to help us succeed as managers and the ability to chat with other participants about their experiences in their own workplaces were invaluable."

"My biggest takeaway was confidence"

"Networking and learning from others' experiences is invaluable"

OUR UNIQUE METHODOLOGY

The Forem experience starts with instructor-led, live cohort training, but participants gain access to much more via our intuitive tech platform.



A networking hub and recommendation engine to support community building



One-on-one mentoring with vetted executives, operators, and executive coaches



Automated, ongoing neuroscience-backed nudges to instill learned frameworks in real life



Career tools (EX: an accomplishment tracker) to promote goal setting and stakeholder alignment



The result of my participation in The Forem was beyond my wildest dreams. I was unexpectedly nominated for a promotion by my lead and landed a slam dunk packet (carefully crafted with my mentor), and I GOT THE PROMOTION!"

- Brittany Glasnow, Google