

# LEADERSHIP & MANAGEMENT



QNET & MTEC present:

## Coaching, Mentoring and Motivating Tuesday, December 6 – 8:15 a.m. to 4:15 p.m.

Managing performance is an ongoing process requiring communication, feedback and understanding personal motivation. An integral component of leadership is the ability to provide effective coaching and mentoring as part of performance management.

Learn the personality types, including your own, so that you can effectively mentor, coach and motivate others. This workshop will give you knowledge and skills on:

- Personality types and characteristics of motivation
- Key motivating drivers for employees and flexibility when motivating people
- The need, importance and steps to effective performance management
- Competency based performance and the differences between technical and personal competencies
- The need for effective feedback and how to provide it
- The concepts of effective coaching and delegation

**Presenter: Brian King** is an experienced project manager, organizational trainer and consultant for government, university and the private sector. He has an extensive background in implementing leadership – strategic planning, process improvement, project management, workplace redesign, quality management programs, team building, decision making and strategic planning. Brian has become a recognized expert, assisting public and private organizations in Canada. Brian is known as a dynamic, enthusiastic and knowledgeable professional who uses humour and “real world” examples to stimulate and challenge his clients.

This workshop is a core course in the:

### **CMD: Certificate in Management Development for Organizational Effectiveness\***

The Certificate program consists of 70 credit hours:

- 7 core one-day courses (49 credit hours)
- 21 credit hours of optional courses. Details at [www.qnet.mb.ca](http://www.qnet.mb.ca).

And

**CAM:OE-** This workshop is eligible for credit in the Certificate in Applied Management: Organizational Effectiveness (CAM:OE) in partnership with the University of Manitoba Continuing Education Division.

## REGISTRATION FORM - Fax to (204) 949-4990 or register online at [www.qnet.mb.ca](http://www.qnet.mb.ca)

Name \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_ City \_\_\_\_\_

Ph \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

\*Receive a reduced fee by registering for all 7 courses. Visit [www.qnet.mb.ca](http://www.qnet.mb.ca) Certificate in Management for details.

\$195.00 + GST for Members of  QNET  MHA  MFPA  MRA

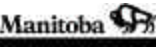
\$240.00 + GST for Non-Members

PAYMENT METHOD :  Cheque Enclosed  VISA  AMEX  MasterCard

Card # \_\_\_\_\_ Expiry \_\_\_\_\_

Cardholder name \_\_\_\_\_ Signature \_\_\_\_\_

An event confirmation will be sent one week prior to the course. Cancellations must be received in writing no later Nov 28/05. After that time, the full registration fee will apply and only replacement participants will be accepted. Invoices will be sent for non-attendance. G.S.T. Reg # 899755334RT.



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