

LEADERSHIP & MANAGEMENT



UNIVERSITY
OF MANITOBA

Extended Education

QNET
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QNET presents:

Management Essentials

Tuesday, September 18, 2018 – 8:15 a.m. to 4:15 p.m.

Location: QNET – Suite 660, 175 Hargrave Street, Winnipeg

Are you new to management? This workshop will provide the basics. Are you an experienced manager? Come for a review!

At this workshop, learn the basics of management and leadership theory:

- Understand the roles and responsibilities of a leader and a manager.
- Review leadership models and learn why you are successful in leading one person or group and not another.
- Learn how to develop individuals and teams to peak performance.
- Identify problems in motivation and how to deal with them.
- Practice a performance management discussion between a leader and staff.
- Review the basics in making hiring and firing decisions, in determining when to delegate and when to keep control, in developing, motivating and evaluating your staff, setting goals, designing work and dealing with performance problems and discipline.

Facilitator:

Heather Erhard, BSW, CMC, CPCC, PCC, ROCC, is the founder and Director of Erhard Associates, a management consulting, coaching and training firm dedicated to enhancing individual, team and organizational effectiveness. She brings over 25 years of experience in leadership development, strategic planning, team building, facilitation and executive coaching. She is known for her ability to clearly identify clients' needs and provide a practical results oriented approach. Heather has taught at the University of Manitoba, the University of Winnipeg and Queen's University. Her passion is coaching individuals and groups to the next level of success.

This workshop is:

- A core course in the 70 credit hour QNET Certificate in Management Development (CMD).
- Eligible for credit in the CAM:OE (Certificate in Applied Management: Organizational Effectiveness) in partnership with the University of Manitoba, Continuing Education.
- Presented by QNET in partnership with APICS, Food and Beverage Manitoba, Manitoba Aerospace, MPIA, and Manitoba Education and Training

Fee*: (includes light lunch)

- \$379 + GST for Members of: QNET, APICS, Food & Beverage MB, MB Aerospace, MPIA
- \$449 + GST for Non-Members

* NOTE: Special rate if you register for all 5 CMD core courses. Visit qnet.ca for details.

REGISTER ONLINE at www.qnet.ca