

Developing Others

OLC Course Recommendations

Competency Definition

Develops the ability of others to perform and contribute to the organization by providing ongoing feedback and by providing developmental opportunities to learn through formal and informal methods.

OLC Component Titles

A Primer for Ensuring Accountability

COURSE TSA-MGMT-PRIMRACCTBL-SKSFT

Description: "You are either part of the solution or part of the problem." That assertion from Eldridge Cleaver is a perspective that you must impart to each and every employee you supervise. There are many effective ways to get them to see this valuable viewpoint. And that's what you'll learn in this course. As a manager you are on the line when things go wrong. This course is designed to enhance your ability to communicate a philosophy of continuous improvement, what you expect of your staff, and what they must expect of themselves. This is a primer on multiple approaches to performance appraisal. It's much easier to hold people accountable for their work if they know exactly what's expected, and more importantly, why it's expected. Acting on the lessons in this course will pay off in increased employee commitment, not to mention increased profitability. The other major payoff here is the opportunity to do some soul searching. How accountable are you? You'll have the chance to consider your own performance as a manager and practice your own strategic approach for ensuring accountability.

Duration=6.0

Developing Career Plans for Your Technical Professionals

COURSE TSA-MGMT-DEVPLANTECHPRO-SKSFT

Description: Why should you be interested in career development for the technical professionals you supervise? Because it's good for them, good for your company, and good for you. One of your major challenges as a manager of technical people is retaining them. And you may also need to recruit technical people to fill higher-level positions in your company. This course will help you use career development as a technique to both motivate and retain technical professionals, as well as to place some of them on career paths that will help your company fill its most highly skilled and senior positions. You will learn how to recognize and avoid barriers to career development, how to analyze individuals' career development needs, how to determine appropriate career development roles, and how to use various career planning development tools. **Duration=3.5**

Managing as Coach and Counselor

COURSE TSA-MGMT-COACHCOUNSL-SKSFT

Description: "The ripest peach is highest on the tree." "A man's reach should exceed his grasp." How do you motivate employees to go after "the ripest peach," or reach for the skill level that seems beyond their grasp? You do it by coaching. Coaching is what cultivates employee growth, not to mention employee loyalty. In The Manager as Coach and Counselor, you'll learn to take people from adequacy to excellence. And as you build their self-esteem, confidence, and competence, you'll be building on the bottom line. This course explores four coaching styles, and the methodology to use them all. You'll also discover techniques to overcome employee resistance. Another key learning module is designed to get your workers past the confusion or mistrust that comes with having a new kind of boss. After all, if you are suddenly "coach," as opposed to supervisor, they'll need thoughtful dialogue as to why you've changed your approach, and what you hope to accomplish. After this course, you will be able to develop a workplace filled with high achievers. **Duration=5.0**

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Succession Planning Management

COURSE TSA-LEAD-SUCCESSIONPLAN-SKSFT

Description: So, you have a succession plan and you've identified some problems. What do you do now? By taking this course, you will learn how to establish a leadership and talent development program that will ensure your succession plan achieves its goals. You will also learn how to overcome some common challenges that management teams face when trying to find the right people for a position. Since succession planning is an ongoing process, you will also learn how to evaluate your succession program to ensure that it meets your organization's present and future needs. **Duration=2.3**

Succession Planning Overview

COURSE TSA-LEAD-SUCCPLANOVERVU-SKSFT

Description: Do you have people in your organization that are indispensable for its success? Would losing them create a hole that would be hard to fill? Have you planned to fill these vacancies? This course introduces you to succession planning--the planning process of identifying, assessing, and developing leadership and talent for future vacancies. This course will familiarize you with the key concepts that compose succession planning. You will receive a general overview of how to assess your key leadership and talent needs. You will also discover the various methods to succession planning. Your understanding of succession planning will help your organization succeed even when key people leave their present positions. **Duration=2.0**

Tomorrow's Managers' Development Tools

COURSE TSA-MGMT-MGRDEVELOPTOOL-SKSFT

Description: "A teacher affects eternity. He can never tell where his influence stops." Henry Brooks Adams gets to the heart of what dynamic senior executives are doing to develop the managers who drive front-line performance. Teaching with influence is the key. Trained managers are more than systems and process supervisors. They lead and develop others. You and your managers will know precisely what to expect from one another. You will identify methods to make your managers change-ready, global thinkers. By applying these methods to real life scenarios, you will gain a better understanding of ways to apply these principles in your own work environment. You'll be given step-by-step, cutting-edge methods for creating and executing a performance agreement that sets the standard for development. You will explore the techniques for partnering with your top people. After completing this course, you will know how to build managers that give your organization the competitive edge to be a market leader. **Duration=3.5**