Managing from Within the Team

Managers too often think of themselves as sitting above the people they manage, but in reality every manager is also a member of their own team.

This course helps managers to balance these two roles and manage their teams more effectively from within.

Managing from within the Team enables learners to:

- Get the balance right between doing and managing
- Manage their time well and delegate effectively
- Be conscious of their responsibility as role model to the team and what it involves
- See how their behaviour can shape the behaviour of others
- Know when and how to offer help to team members
- Provide help to team members without taking over

Learning outcomes

Balancing personal workload
- How do I balance my own work with the needs of the team?
- How should I delegate?
- How do I make sure I am effective?
- How should I manage my time?
- Being a role model

- What is a role model?
- How can I be a role model?
- How should my team view me?
- How should I behave?
- Providing help

Providing help
- How do I help when I have been asked?
- How do I help when I have not been asked?
- How do I help members of the team without taking over?
- What skills do I need to provide help?