



# FREE

## Emerging Leaders Programme

We will be commencing the next cohort of our successful **Emerging Leaders Programme** which is aimed at new, developing, or aspiring managers. This Leadership & Management programme has been designed to support Lancashire based businesses with the training and developing of future business leaders and is ideal for any staff members who may be leading a team or looking to move into a leadership role.

All sessions take place at the **Employer Hub at Lancaster & Morecambe College** and will be delivered by a team of Leadership and Management professionals **refer to our website for dates and times**. This 6 session programme will help develop the management and leadership skill set to equip you with the knowledge, skills and behaviours to manage and lead effectively. The programme will consist of the following 1-day sessions:

### Essential Skills for Aspiring Leaders

The aim of this session is to develop existing team leaders, supervisors, aspiring managers and those that are new to the management role. The course will give you the skills and confidence to successfully manage and lead people. The course will focus on the application of management and leadership approaches and how these can positively impact on your own role, lead to improved performance, and support teams, colleagues and customers.

### Time Management

This highly practical workshop will focus on how to best manage your time. You will learn an array of tools and techniques to help you work smarter not harder and control events rather than be controlled by them.

### Resolving & Managing Conflict

Managing conflict takes resilience. This course is designed to equip you with strategies to manage conflict with confidence, find creative solutions and make difficult decisions.

### Equality & Diversity

This session aims to introduce you to the different aspects of Equality, Diversity and Inclusion. It will provide an overview as to why it is important for organisations and their people to understand and incorporate these throughout their employment practices. Each area will be considered individually and how they connect, impact and influence workplaces and employment relationships.

### Managing Budgets

The aim of this session is to equip you with an understanding of budgets and forecasts. We will look at the most common methods of budgeting (top-down, bottom-up, incremental, rolling, zero-base) and we will consider what the advantages and disadvantages of each of these methods are – including their impact on staff motivation.

### Presenting for Success

Delivering presentations can be very challenging. Training others can also have many pitfalls. The aim of this session is to equip you with the knowledge and skills to plan presentations/training sessions to meet the needs of a target audience.

## Interested?

For more information please contact the Leading Lancashire Project Team on **01524 521608** or [c.shaw@lmc.ac.uk](mailto:c.shaw@lmc.ac.uk) or [l.crankshaw@lmc.ac.uk](mailto:l.crankshaw@lmc.ac.uk)

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