



PASSPORT TO LEAD

A Leadership Journey for First-time Managers

Radiant Vista



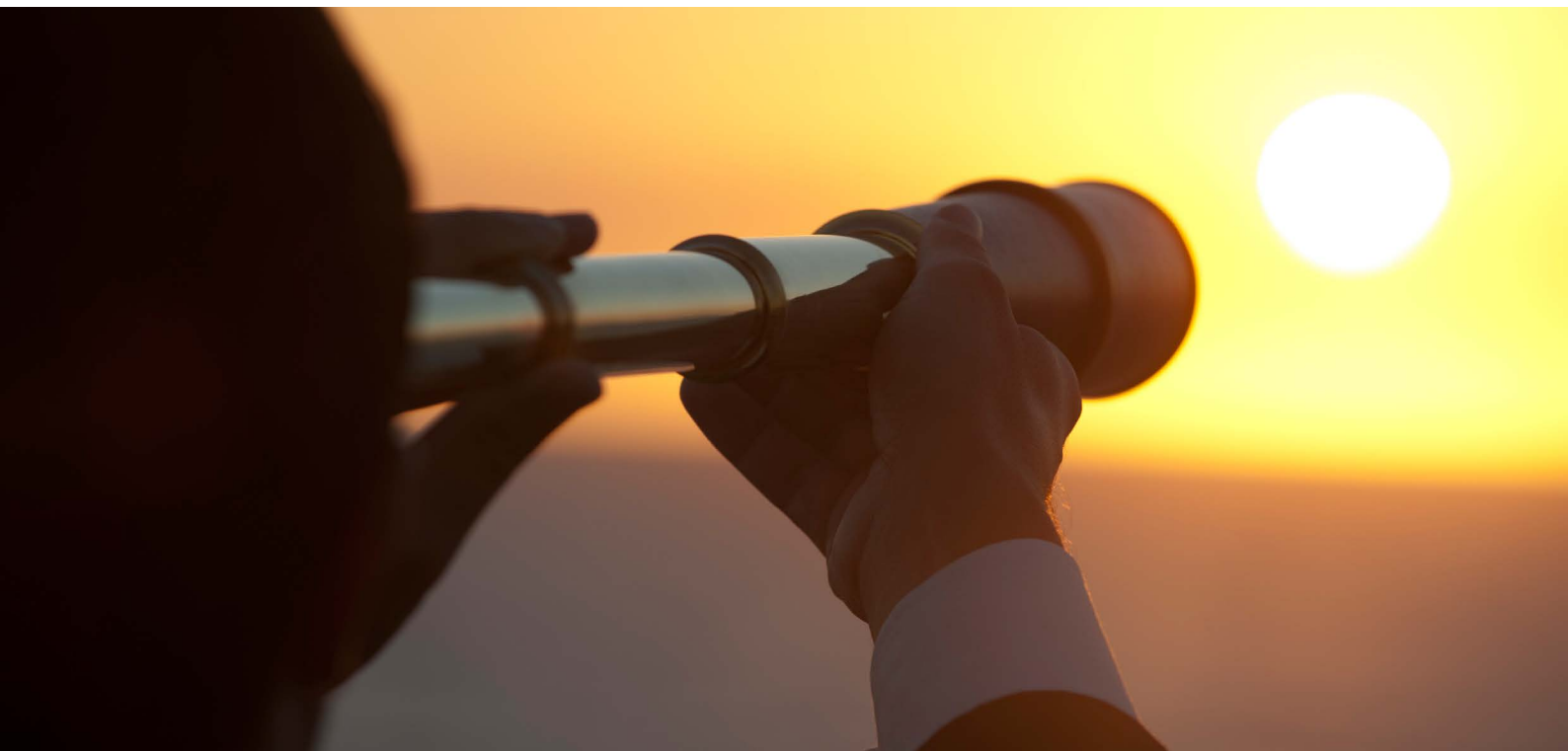
EMPOWER ENVISION ENGAGE

www.radvis.com

ABOUT

RADIANT VISTA GLOBAL LEADERSHIP

Radiant Vista Global Leadership (Radvis) is a training organisation that offers in-house training programs to enhance managerial and team capability. Our programs lay the foundation to make this happen. We do this through face to face facilitation, webinar and e-learning support over a period of 6 months.



OUR PHILOSOPHY

We believe in its entirety that people development is a long-term goal.

We know that a short one-off training intervention will not deliver the change in behaviour that is needed for managers and leaders to develop.

We understand that the ability to build employee relationship is an art that requires practice and feedback. Experience tells us that behavioural change needs to be practical, applied and aligned to business goals.

OUR PROGRAMS

Our flagship training programs are **Passport to Lead** (*A Leadership program for First-time Managers*) and **High Performing Teams** (*A Team building program for Existing teams*), and the essence of these programs are in helping individuals, managers and teams to maximize human potential.

Passport to Lead provides a unique learning experience for first-time managers. Focused on skill development and behavioural awareness, it is designed to increase personal capability and confidence and to help individuals to meet the demands that are associated with transitioning to a new role

High Performing Teams is a bespoke development program for existing work teams. Using a variety of approaches with different types of teams (intact, virtual or remote), it will help to identify and address key challenges by exploring the dynamics of the group, the values and relationships that exist between members and by providing clarity on roles and team purpose.

OUR APPROACH

Experiential



A strong belief in learning by doing

Practical



A passion for making a real difference to individuals, teams and organisations by creating learning experiences that have relevance to work

Organisation Aligned



Ongoing commitment to understanding the organisations that we work with and ensure that behavioural change is aligned with business needs and results.

Long term learning



In line with our philosophy, we offer both face to face and blended (online learning with support from our facilitators)

ABOUT **PASSPORT TO LEAD FOR FIRST-TIME MANAGERS**

The purpose of this document is to demonstrate the flow of a face-to-face and online learning intervention designed to provide first-time managers with the skills to manage and lead.



WHY FIRST-TIME MANAGERS?


Our program recognises the fact that most individual contributors have had little exposure to management and leadership skills and yet their development is critical to the future growth of any organisation or business. The assumption that employees, who perform well as individual contributors, will be able to step up and demonstrate the capability to lead is flawed. When it fails, there is a cost to the business at a personal, team and organisational level.

Peter's Principle

It is often the case that many organisations select and promote candidates using past performance in a current role rather than looking at the skills and behaviours required for a future role.

Thus, employees only stop being promoted once they no longer perform effectively, and “managers rise to their level of incompetence.”

Our program is aimed at minimising this negative impact by providing new or designate managers with the leadership skills that they will need to be effective in the longer term. We are looking to the future of the next generation of your leaders.



ABOUT **PASSPORT TO LEAD**

Our program provides First-time managers with the confidence and fundamental principles to manage and lead. For many, it will be the first step in the transition to more senior leadership roles and the enabler for future promotions.

Radvis consultants have a wealth of experience of working with First-time managers and have understood the practical challenges that they face; in particular the need to adjust style and approach and transition from the old role of the new one. Very often the challenge is increased considerably when the new manager is promoted from within the team and now managing former peers and colleagues can be a daunting task.

What is more crucial is that many have previously been individual contributors and, as a consequence, can be unaware of the wider context in which they need to manage. The ability to see the “bigger picture” is a skill that requires assistance and continuous support since it takes time to develop.



PASSPORT TO LEAD

THE OUTCOMES FOR PARTICIPANTS:



DURATION AND APPROACH

This is an in-house training program and requires a minimum of 8 participants and maximum of 24 participants per program delivery.

Month 0	Pre-Program questionnaire	To be completed by participants before the commencement of training by participants and their respective managers.
Month 1	Module 1 Face to Face - 3 Days	3 Days Workshop (preferably at an offsite venue).
Month 2 & 3	Webinar & e-Learning 8 weeks	Application of Learning - An opportunity for participants to take learnings in the module to the workplace and reflecting with participants and facilitators through web portal Learning through online support from facilitators and posting queries for replies (Offline) 8 Hours of webinar per participant (Live)
Month 4	Module 2 Face to Face - 3 Days	3 Days Workshop (preferably at an offsite venue)
Month 5 & 6	Webinar & e-Learning 8 weeks	Action Learning - An opportunity for participants to work on projects that deliver real value to the business. Learning through online support from facilitators and posting queries for replies (Offline) 8 Hours of webinar per participant (Live)
Month 6	Review Face to Face - 1 Day	Personal Development Review (Self) Evaluation of Action Learning projects (Self & Manager Feedback)

PROGRAM CONTENT:

MODULE ONE

1 Day One	2 Day Two	3 Day Three
Understanding the Role of a Manager Who am I? What is my style? Skills of Effective Influencing Prioritisation as a Manager	Effective Meetings & Team Briefings Styles of Managing & Leading Effective Delegation Working Collaboratively	Agreeing objectives and Priorities Building Effective teams Giving and Receiving Feedback My action Plan - Preparing for Self and My Team
Role play / Activities / Discussions / Experiential projects		
Company's Value & Work		
Behaviours		
Skills		

PROGRAM CONTENT:

MODULE TWO

1 Day One	2 Day Two	3 Day Three
Reflection – My Learning Feedback on Experiences Challenges faced and Peer Discussion Success stories and what worked well Skills of Coaching; Practice and Feedback	Employee Engagement Setting learning goals for My Team Inducting people into My Team Measuring Performance Optional Topic 1 * for Optional topics refer page 11	Learning Review My Future Plan Option Topic 2 Introducing Work based projects * for Optional topics refer page 11
Role play / Activities / Discussions / Experiential projects		
Company's Value & Work		
Behaviours		
Skills		

Optional Topics



Note:

1. Only 2 topics can be chosen from optional topics
2. 360 Profiling and Feedback are NOT part of the Leadership program. The inclusion of the same requires discussion and additional training days.

CONTACT US

To stand true and close to the heart of our philosophy we require a detailed client interaction before the commencement of our developmental programs. Our programs are not unique to any industry; however, we ensure we meet the requirements of our clients as well as fulfill the learning outcomes of the programs.

For further enquiries :

Email: info@radvis.com
Mobile: +91-81-44-77-1987
www.radvis.com

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U S U K I n d i a