

MANAGER ESSENTIALS CERTIFICATE

Enhance your professional effectiveness and your competitive advantage through development of authentic and sustainable management skills, a manager-focused business acumen tool kit, and effective coaching and mentoring skills to develop others.

The **Manager Essentials Certificate** is designed based on input from human resource professionals, business unit leaders, experienced managers, and high-potential employees to develop great managers. Give yourself or your organization a competitive advantage by becoming a great manager!



PROGRAM OVERVIEW:

The program is interactive, reflective, and engaging. It includes Ted Talks, panel speakers, cohort breakout discussions, and tools to create lasting change and growth.

Audience:

New managers, those with 2-3 years managerial experience, and identified future managers within an organization. Not fitting for new employees or those with less than five years of work experience.

Duration:

This program consists of 2 sessions over the course of 2 days.

Cost: \$1,300 General Registration

Select Discounts Available

1.2 CEUs will be issued for this program

Digital Badge:

Xavier Leadership Center is proud to offer each participant a digital badge in Manager Essentials once participants have met program completion criteria. Digital badges include a direct link to view program credentials and can be utilized by participants on social media and digital resumes.



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PROGRAM COMPONENTS:

Day 1:

- Learn skills to engage employees in the organization's vision and mission
- Develop self-awareness about their impact on others
- Get tools to give and receive feedback
- Understand the impact of effective coaching

Day 2:

- Develop skills to understand and communicate strategy, financial levers, and operational effectiveness
- Gain communication, empathy, influence, and emotional intelligence skills to drive business
- Learn techniques for influencing without authority to gain necessary department resources and create department wins



The Gallup organization, through extensive research, has discovered links between employee engagement at the business-unit level and vital performance indicators including customer metrics, higher profitability, productivity, quality (fewer defects), lower turnover, less absenteeism and shrinkage (i.e., theft), and fewer safety incidents. Bad managers cost businesses billions of dollars each year, and having too many of them can bring down a company. They estimate managers account for at least 70% variance in employee engagement scores.

Gallup identifies the following as characteristics of great managers:

- Motivate each employee by engaging them in the vision and mission
- Have assertiveness to drive outcomes
- Overcome adversity and resistance
- Create a culture of accountability
- Relationships are built on trust, transparency, and open dialog
- Quick and outcome-based decision making

Great managers can maximize the productivity and engagement of employees; therefore, impacting the company's success. (*HBR.org*)