

EXECUTIVE EDUCATION

MANAGEMENT SKILLS PROGRAM

Develop your leadership style and effectively manage teams

REGISTER TODAY!

um-asia.exec.ed@umich.edu

+852-2509-9088

HONG KONG

June 21 - 25, 2021

November 8 - 12, 2021

TOP 10 GLOBAL PROVIDER

Financial Times, 2020

MANAGEMENT SKILLS PROGRAM

Build a stronger foundation in your people leadership skills and stand out as the one who achieves higher performance in both yourself and in your team

For five days, you will focus on building personal capability in managing yourself, your career and the people you lead. You will gain a better understanding of your own management style, as well as specific best practices for guiding individuals and teams toward success while avoiding common pitfalls that can derail employees and teams. This skill-based program is designed for those who wish to upgrade and refresh their leadership skills with a goal toward getting the best results in less time using fewer resources and get the best results from themselves and those they work with.

You will also learn proven strategies and techniques for driving decisions and how to influence internal & external stakeholders so your teams drive organizational results.

This program combines content from *Developing the Manager in You* and *Leading High Performing Teams*.

INDIVIDUAL BENEFITS

- Learn the science of success – who succeeds, who doesn't and why
- Transform yourself from being a strong individual contributor to a strong leader of others
- Assess your leadership style and understand how to adapt your management style to various situations and challenges
- Gain a broader perspective that enables you to see organizational opportunities, problems, and solutions from multiple perspectives
- Learn how to create a context that enables individuals and teams to maximize outcomes
- Learn how to avoid the common pitfalls that can derail a managerial career
- Create a personalized professional development plan to improve your leadership capabilities and enhance your career potential
- Learn best practices for work-life balance while achieving and exceeding organizational expectations

ORGANIZATIONAL BENEFITS

- Develop leaders who can bring out the best in employees and teams in ways that add measurable value to the organization
- Gain frameworks and skills that participants can bring back and share with others throughout the organization

“Great course for both personal and professional life; I strongly recommend taking this course.”

– Jim Paterson, BASF, Marketing Manager Performance

Materials Construction

WHO SHOULD ATTEND:

This program is designed for early mid-career managers who wish to refresh and upgrade their leadership style and capabilities with the goals of getting better results from their employees and teams while enhancing their career potential. Those wishing to develop stronger foundations in people management, as well as the latest research-based techniques for leading teams in an increasingly complex, unpredictable, and fast-changing environment will benefit from this program.

Typical titles include:

- Manager / Senior Manager
- Director
- Group Leader



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PROGRAM STRUCTURE

This five-day program draws leaders from a wide variety of sectors and geographies. Our world-renowned faculty employ a variety of activities including leadership self-assessments, diagnostics for assessing team effectiveness, group discussions, video case studies, simulations, and real-life examples of best individual and team leadership practices. Each participant will leave the program with a personalized professional development plan that can be implemented immediately to enhance their individual and team's performance.

DAY 1

- Understanding the four strategies that the most successful people use to achieve their professional and personal goals.
- Understanding different leadership styles, as well as the strengths and weaknesses of each
 - What are your preferred Social Styles?
 - How do your styles affect your ability to achieve results?
- Bringing out the best in people with different styles
- Developing influence using the 6 universal forms of influence
- Developing ethical political skills
- Building your professional brand so you can place yourself where you make your greatest contributions to your organizations
- Developing your executive presence
- ASSESSMENTS:
 - Identifying your Social Style and how that impacts your ability to bring out the best in employees and teams.
 - Testing and enhancing your knowledge of persuasion

DAY 2

- Understanding how to build your social capital – the resources you gain from your network
- Understanding what your employees need to do their best work
- Developing employees and delegating tasks so that you can increase employees' talents and focus your energy on strategic issues
- Understanding how to leverage diversity in your team
- Building a better relationship with your boss
- SIMULATION:
 - Team survival activity
- ASSESSMENTS:
 - Assessing and improving the effectiveness of your professional network
 - Identifying how you can improve your relationship with your boss
 - Identifying how you can bring out the best in your direct reports

DAY 3

- Developing your personal brand so that others understand the unique value you bring to your organization.
- Enhancing your well-being and work-life balance
- Creating good habits
- Understanding why people who feel flow at work get better results – and how to create flow
- Developing your personalized professional development plan
- ASSESSMENT:
 - Does Your Work Inspire Flow?

DAY 4

- Understanding why team leadership is more important - and more challenging - today than ever before
- Understanding why some teams achieve extraordinary results while other teams muddle through
- Understanding the roles effective team leaders play to create high-performing teams: visionary, designer, decision-manager, coach, negotiator, coalition builder, and ambassador
- SIMULATION: Team decision-making in complex situations
- CASE STUDY: Creating and communicating a clear, engaging vision that motivates and aligns your team toward common goals
- ASSESSMENTS:
 - Assessing your team's current and desired performance
 - Team Player Assessment: Assessing how your personal styles, strengths, and weaknesses influence your ability to bring out the best in your teams
 - Designing the team's work

DAY 5

- Understanding the seven steps for effective team decision-making
- Understanding a step-by-step process for effectively coaching individuals and teams
- Developing and delegating to your team: Knowing when to help your team and when to stay out of your team's way
- Understanding why externally connected teams get better results
- Understanding the value of high-quality connections in achieving results
- Building your team's influence
- Developing your personalized team leader action plan
- VIDEO CASE STUDY: Avoiding dysfunctional dynamics that undermine effective decision-making
- SIMULATION:
 - Effectively leading virtual teams
- SELF ASSESSMENT:
 - Assessing your coaching style
 - Assessing whether you are an energizer or de-energizer to your teams

OUR WORLD-CLASS FACULTY

At Michigan Ross, you'll engage with some of the world's most renowned experts. Our faculty have collectively authored hundreds of articles and dozens of books. They travel the world, sharing their expertise with Fortune 100 companies in virtually every sector. They're prolific thinkers and creators of revolutionary studies and frameworks. Most importantly, they are determined and dedicated to leveraging their extensive knowledge to help you succeed.



PAULA CAPRONI | FACULTY DIRECTOR

Professor Caproni is a faculty member in the Management and Organizations Department at Michigan Ross, and currently teaches leadership skills, effective coaching, developing power and influence, and creating high-performing teams. She served as Academic Director of the Full-Time and Part-Time MBA programs. She has coached over 500 executives and served as the lead Professional Development Coach for the Executive MBA Program and several Executive Education programs.

Professor Caproni has worked with a variety of global organizations in South America, Asia Pacific, Europe and the Middle East. She has worked with organizations such as Asian Development Bank, Avon, Bank of America, Bank of Malaysia, Bank Saudi Fransi, Cigna Asia, DTE Energy, Ekuinas Private Equity, Exxon, Flagstar Bank, Ford, Internal Revenue Service, M&T Bank, McGraw Hill Financial, the NFL, Nokia, Philips, Roland Berger Chemicals, Saudi Telecom Company, S&P Capital IQ, and many more. She received the Victor Bernard award for Leadership in Teaching at Michigan Ross in 2008, as well as the Executive Education Teaching Impact Award in 2013. Her book, *Management Skills for Everyday Life: The Practical Coach*, is now in its third edition. Her book, *The Science of Success*, is available in English and Arabic. Her article, "Work Life Balance: You Can't Get There From Here" was awarded the McGregor Award by the Journal of Applied Behavioral Science.

“*Paula is a phenomenal presenter. Her expertise is unquestionable and she is a very good educator.*”

–Paul Robinson, Head of Veterinary Clinical Services The Hong Kong Jockey Club



THE MICHIGAN DIFFERENCE

THE UNIVERSITY OF MICHIGAN

Founded in 1817, University of Michigan is one of the first public universities in the U.S. U-M is one of only two public institutions in the U.S. consistently ranked in the top ten, and has more than 100 top-ranked graduate programs.

U-M maintains a global presence including initiatives in Southeast Asia, Brazil, Russia, India, and China.

MICHIGAN ROSS

Founded in 1924, the Stephen M. Ross School of Business at the University of Michigan is grounded in the principle that business can be an extraordinary vehicle for positive change in today's dynamic and global economy. Our unique approach focuses on action-based learning and interdisciplinary, team-oriented situations.

As a general management institution, Michigan Ross has earned acclaim for academic excellence: Approximately 230 faculty members research, consult and teach in all areas of business.

EXECUTIVE EDUCATION

Michigan Ross offers 30+ diverse open enrollment offerings and numerous custom programs annually, serving more than 4,000 executives around the world.

Open Enrollment Programs

Michigan Ross Executive Education was recently named a Top 5 global provider by the Financial Times. The FT survey examined the open enrollment programs offered at 75 schools, weighing factors from faculty to follow-up. Among the highlights, Ross excelled with unique course design, renowned faculty, and participants reporting new skills and learning to impact personal and organization performance. We invite you to join us for any of our open enrollment programs in Michigan (U.S.), Hong Kong or Mumbai and to experience first-hand the Michigan Ross difference.

Michigan Ross Custom Programs

Ross delivers custom executive development programs for organizations throughout the world, wherever our partners request. In close collaboration with you, we identify clear business and learning objectives, design learning experiences that align with those objectives, and bring together a world-class faculty team — often including your company's leaders as teachers — to deliver a truly transformational experience for your top talent. And we do all of this with a deep commitment to delivering results and a return on your investment.

No matter your business challenge or strategic priority, Ross can be your partner in success. Contact us to arrange a consultation: um-asia.exec.ed@umich.edu.

REAL IMPACT:

Measurable Return On Investment

One of the United States' top integrated health delivery systems turned to Michigan Ross to help their leaders link core competencies to customer benefits; improve strategic agility and leadership; measure and drive customer service and satisfaction; and build high-performance teams.

An independent study was conducted to assess the organizational and personal impact of engaging with Michigan Ross. Here is what was found:

310% return on program investment

Significant reduction
in key service area wait times

25% of participants were promoted within six months of program completion

15% improvement in decision-making

16% improvement in teamwork



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“ *It was such a good experience to join the class in HK. I definitely will try to implement those management skills into my job and daily life and I believe it will help my career development remarkably.* ”

– Matthew Guo, Executive Director, Shui On Land

Explore our programs at: michiganross.umich.edu/execed

HONG KONG

June 21-25, 2021 | November 8-12, 2021

\$8,500 US

- Fee is payable in advance in US dollars and is subject to change
- Check our website for our Cancellation, Transfer and Substitution Policy

Fee includes:

- Tuition, books, instructional materials, lunch and coffee breaks

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