



2019 **CTL**

## UMOs Development Program



University of  
Management *and* Technology

## **Introduction**

The UMOs Development Program is an investment in you as a manager. As a UMT manager, you drive results that directly influence the success of the University of Management and Technology. This program is here to support your efforts. You'll connect with peers from across your individual location, share challenges and work together to find effective solutions.

This program is a dynamic system wide training program that is designed to enhance and strengthen your leadership capabilities in the UMT core competencies and ensure you have the skills, knowledge and resources to effectively lead, engage, and develop your team.

## **Program Objectives**

- Awareness of own behavior and mindful of how it impacts on others, enhancing personal skills to adapt professional practice accordingly.
- Providing the best quality service to external and internal clients.
- Taking a holistic view and working enthusiastically to analyze problems and develop workable solutions.
- Identifying and making the most productive use of resources including people, time, information, networks and budgets.
- Enhancing knowledge of leadership strategies, skills, and practices.
- Enhancing leadership skills to expand career opportunities.

## **Who Should Attend**

- Directors
- Managers

## **Venue**

TBA

## **Duration**

Four Days (Date). The timings of program would be from 08:30 am to 4:00 pm for all program days.

## Topical Coverage of the Module

<b>Time/Day</b>	<b>Day 1</b>	<b>Day 2</b>	<b>Day 3</b>	<b>Day 4</b>
<b>08:30 - 10:00</b>	<b>Managing self and personal skills</b>	<b>Using resources effectively</b>	<b>Career Mapping</b>	<b>Manager Redefined</b>
<b>10:00 - 10:30</b>	Tea Break	Tea Break	Tea Break	Tea Break
<b>10:30 - 12:00</b>	<b>Delivering excellent service</b>	<b>Engaging with the wider context</b>	<b>Leadership Tools</b>	<b>Employee Engagement</b>
<b>12:00 - 01:30</b>	<b>Finding solutions</b>	<b>Developing self and others</b>	<b>Institutional Knowledge</b>	<b>Exercising Influence</b>
<b>01:30 - 02:30</b>	Lunch Break	Lunch Break	Lunch Break	Lunch Break
<b>02:30 - 04:00</b>	<b>Embracing change</b>	<b>Working together and achieving results</b>	<b>University Leadership Views</b>	<b>Leading Change and Managing Transition</b>



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