

FIRST LINE LEADERSHIP BECOMING EFFECTIVE LEADER

Onsite — 3 days

First Line Leadership is an important part of career journey, because it is the transformation point from an Independent Worker (Individual Contributor) to a Leader of Others (Leader). This role change requires the provision of knowledge and skills, so that they are able to carry out their leadership roles effectively, correctly and well in helping move the organization to achieve its goals.

This three days training introduces the general skills required for a First Line Leader or often known as a Supervisor position. They will learn to make plans to achieve group goals that are in line with organizational goals, organize and mobilize teams to achieve these goals and monitor their team's work. Understand the importance of aspects of human relations related to the duties of a supervisor and the interpersonal skills required.

Learning Objectives

After participating in this program, participants are expected to be able to understand their roles and responsibilities as First Line Leaders, able to foster relationships both in their groups and colleagues and superiors to achieve organizational goals.

Learning Scope

Day 1

- Roles and responsibilities as a supervisor/manager/leader
- Planning:
 - Goal setting
 - Problem Solving and Decision Making

Day 2

- Organizing:
 - Organizing work
 - Building team collaboration
 - Resolving conflicts within the team
- Actuating:
 - Leading
 - Motivating

Day 3

- Actuating:
 - Effective communication at work and harmonious relationships with other people
- Controlling:
 - Types of control and targets in control
 - Effective control system
 - Approach to subordinates in carrying out control

Learning Methods

- Lecturing
- Case discussion
- Group discussion
- Presentation

Participants

- Those who are newly appointed as managers / assistant managers
- New managers who want to improve their knowledge
- Supervisor / assistant manager / deputy manager
- Specialists / staff who will occupy managerial positions.

Consultant



MAWAR SHEILA

Mawar has great expertise and interest in development and training. In the areas of consulting, she has facilitated a variety of development programs such as Leadership, Supervisory, Coaching, Counseling & Mentoring, Communication, Training for Trainers, Change Management, Conflict Management, Recruitment & Selection.



RUBEN SARAGIH

Ruben has expertise in leadership, performance management, and business processes. He is a founder of Indonesia Happiness Club. Ruben has 20 years of career experience in a variety of large companies ranging from services, retail, distribution, and manufacturing which in the last 5 years at the level of directors.



WAHYUNINGSIH

Wahyuningsih is specialized in Human Resource and Personal Development subject, she's also has exposure for more than 20 years in banking company. She's experienced in the field of Employee Selection, Training Program and Personal Development, HR Services and HR Business Partner.

**Subject to availability*

Tuesday - Thursday

08:30 - 16:00 WIB

21 - 23 January 2025

5 - 7 March 2025

6 - 8 May 2025

15 - 17 July 2025

16 - 18 September 2025

9 - 10 December 2025

Investment

IDR 7.200.000,-

Subject to 11% VAT.

Early Bird:

- Investment fee deduction of 10% for payments made 5 (five) days prior to the program commencement
- For corporate partnership or deals, please contact our Business Partnership Officer +62 811-1991-1168 (Phone/Whatsapp)