

COURSE OUTLINE:

# Leading and Motivating High Performing Teams

2 days  
16 CPE Credits

## Overview

One of the sternest challenges faced by Managers is the management of people, including team members, outside stakeholders and the Manager themselves. Successful Managers balance their role as contributor with that of Team Leader. This on the key skills of managing one's own desire to continue to do what you have always done, rather than to influence and motivate yourself and others to effectively achieve the team's objectives.

Through the use of theory and its practical application participants will learn how to influence others and how to lead those others to successful completion of team objectives.

## Learning Objectives

Upon completion of this seminar delegates will be able to:

- » Understand the role of the Leader and how it differs from being a Contributor.
- » Through the use of a memorable, easy to apply behavioural profiling tool, Managers will learn their own preferred communication style, as well as how they can adapt that style to better manage others.
- » Influence others through use of various influencers and power bases, as well as understanding how they are subconsciously influenced themselves.
- » Understand key points when the Leader can best motivate other team members and how.
- » Understand how and what tasks to delegate effectively.
- » Understand how to effectively map the different stakeholders that will be interested in the completion of the team's tasks.

## Who Should Attend

This course is aimed at experienced individuals who have stepped up to managing people. The training is relevant to all leaders, irrespective of their industry or background.

## Program Level

**Program Level:** Intermediate

**Prerequisites:** Participants will be invited to complete a Lumina Spark questionnaire, the results of which will be presented to them during the course. This profile has an additional charge, payable to the providers of the report and is volume based.

Participants will also be provided with some pre-reading, "Why should anyone be led by you," an article from the Harvard Business Review.

**Delivery Method:** 2-day Instructor-led course

## Accreditation

Moody's Analytics is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: [www.nasbarestory.org](http://www.nasbarestory.org).

## WHY MOODY'S ANALYTICS?

### Current and Consultative

Our seminars are created and updated utilizing the extensive experience, skills and research of Moody's Analytics. For in-house training, we work with you to understand the distinct needs of your organization and design, implement, and track the performance of your learning programs from end-to-end, including skills assessment, program design, implementation, evaluation, and enhancement.

### Comprehensive Coverage

We offer a broad set of technical and soft skills programs that can be combined and adapted to the needs of your staff. Our areas of expertise include banking, finance, sales negotiation and leadership development:

### Unparalleled Expertise

Our training solutions leverage over a century of experience in risk assessment and the comprehensive tools, data, and analysis of Moody's Analytics to deliver timely, in-depth, and comprehensive knowledge. In delivery, our people make the difference – they combine deep experiences as financial practitioners, intellectual passion for the content, and superior academic credentials with a commitment to delivering outstanding quality.

# Leading and Motivating High Performing Teams – Agenda

## DAY ONE

### Session 1: The Role of the Leader

- » Welcome and Introduction.
- » How does the role of Leader differ from the role of “producer.”
- » The process of which Leaders need to be in command.

### Session 2: Your Leadership Style

- » Introduction to a behavioural profiling tool, which will show delegates how to tailor their message to be more acceptable to others, whether in a professional context or in a personal one.
- » Delegates are provided with a personalised portrait of their behavioural style showing how they like to communicate.

### Session 3: Delegation

- » Link to Session 2 – given your own communication style and your understanding of other members of your team, what is the more effective manner in which to delegate.
- » 5 key questions to ask yourself before you delegate.
- » The parts of your role that should/not be delegated.

### Session 4: Influencing Others

- » Six key Influencing Factors.
- » Understanding and using Power Bases.
- » Applying Influencing tools to your own management challenges.

## DAY TWO

### Session 5: Stakeholder Management

- » Tools to help you understand which of your stakeholders is most useful to the completion of the your team's tasks and how best to ensure their support for you and your team.
- » Influence Mapping – What are the important inter-relationships between your stakeholders and how can you benefit from these relationships.

### Session 6: Motivating Others

- » Understanding what you can and cannot influence in a leadership context.
- » The theory of motivation at work and what it teaches us about how team members are motivated in the current climate.
- » Your personal motivators.
- » What motivates different behavioural styles.

### Session 7: High Performing Teams

- » The nature of teams.
- » Setting a clear vision and mission for the team.
- » Values of high performing teams.
- » Stages of team development.
- » Why team members do not always do what you want them to do.
- » How to provide constructive feedback.

### Session 8: Summary & Close

## Tailor Any Seminar for Your Organization

Moody's Analytics offers customized training and eLearning solutions to help you maximize your training investment. Our hands-on approach benefits companies of all sizes and requirements – from those with just a few local employees to those with staff dispersed around the globe. Contact us to learn more and to work with one of our training consultants to design the right program for your organization.

### Multiple Bookings

Special rates may be available for multiple seminar or group bookings. Please contact us for details.

### Fees & Cancellations

The fee listed is per participant and includes refreshments, lunches and seminar materials. Seminar fees do not include tax, transportation or hotel accommodations. Payment must be received in full prior to the start of the seminar. Registrations may be cancelled in writing via letter or email at least 30 days before the first date of the training for a full refund. Cancellations received less than 30 days in advance are eligible for substitution with another seminar, but fees will not be refunded. We reserve the right to cancel or reschedule seminars at any time. For further information on our refund and complaint policy, please contact us.

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