MERCURY

Effective Self-Management & Leadership Training Course

17 – 21 May 2027
Nairobi (Kenya)



Dubai - UAE: +971 4 450 5697
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Ref: 1065_1081077 **Date:** 17 – 21 May 2027 **Location:** Nairobi (Kenya) **Fees:** 5300 Euro

Introduction

Great achievers have always performed well by managing themselves and their capabilities. Self-management is critical for individuals to perform efficiently in large and small businesses where they are called to perform various duties.

Self-management inspires individuals to set their own goals, monitor their behavior in achieving those goals, and reward themselves upon their success in achieving those goals. Self-management is the building block for effectively managing other people, groups, and organizations.

Understanding what self-management is. And why self-management is important in leadership to help develop a robust foundation for personal and professional growth.

Enhancing Self-Management and Self-Leadership

Self-management and self-leadership strategies are crucial for anyone looking to succeed in leadership or team management.

Through the effective self-management and self-leadership course, individuals can explore ways to improve self-management skills and understand how self-leadership influences team dynamics and overall success. These skills are instrumental in personal advancement and fostering productive self-management in the workplace.

Participants in this effective self-management and self-leadership course will gain insights into the importance of self-management in leadership, allowing them to see firsthand how leading oneself is the first step towards leading others effectively.

With practical self-management activities and specialized self-management training, the effective self-management and self-leadership course aims to instill in participants the capability to adapt and flourish in varying environments while helping to create a self-driven approach toward achieving personal and organizational goals.

Targeted Groups

- All the managerial and supervisory levels
- All the team members of the organization
- Persons who want to gain great experience to improve their personal and professional life

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Course Objectives

At the end of this effective self-management and self-leadership course, the participants will be able to:

- Encourage at all levels to develop skills and strategies to direct their behavior toward achieving their goals
- Accept responsibility for the success or failure of tasks that they have undertaken
- Schedule personal time off to create positive deadlines to complete projects
- Identify the priorities in life and to balance work and family commitments
- Learn to cope with stress
- Cultivate the habit of finishing projects
- Develop their self-confidence and self-assurance in their ability to achieve goals
- Develop effective strategies to cope with stress
- Evaluate the current situation and make the necessary adjustments to succeed
- Learn to manage time better
- Identify their life goals and develop a plan on how to achieve them successfully
- Achieve a balance between work, family, and rest
- Manage emotions and build and maintain relationships
- Deal with pressure and stress in the workplace

Targeted Competencies

- Understanding one's self and managing emotions
- Managing our behaviors
- Developing leadership skills
- Working as a self-managed team toward organizational objectives
- Prioritizing
- Time management

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Course Content

Unit 1: Knowing Yourself

- Importance of awareness for self-management
- Focusing your mental power
- The mind-body connection
- Managing your physical energy
- Promoting good personal habits
- Understand your training style

Unit 2: Towards Effective Self-Management

- Understanding the steps of human development
- Understanding and managing our behaviors
- How to empower yourself
- Basic principles of life
- Filters of experience
- Passive, aggressive, and assertive behavior

Unit 3: Self-Management for Effective Leadership

- Leadership style and impact
- Developing trust
- Practicing empathy
- Making decisions
- Getting people behind your ideas

Unit 4: Self-Managed Teams

- Managing interactions with different people
- Handling difficult people
- Setting targets for performance
- Managing self for leadership
- The role of influence
- Resolving conflicts effectively

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Unit 5: Making Every Moment Count

- Setting priorities
- Time management techniques
- Strategies to avoid procrastination
- Handling stress in the workplace
- Dealing with pressure
- Making an action plan