



# Printing Industry Federation of South Africa

## Supervisory Leadership Development

### **COURSE OBJECTIVES:**

The objective of this course is to provide delegates with a clear understanding of the role and responsibilities of a supervisor. It identifies where a supervisor fits into the management structure within an organisation. It provides delegates with the tools to become a more effective leader in the workplace, identifying various leadership styles that can be used and when to use the most appropriate style. The motivation of subordinates is identified as key to greater productivity and there is a focus on the links between leadership, motivation, communications and delegation skills.

### **WHO SHOULD ATTEND THIS COURSE:**

This course is an essential for recently appointed supervisors, those who are on a development path, or those Supervisors who have never had the benefit of attending a training programme on Supervisory Leadership techniques.

### **COURSE CONTENTS:**

- The role of the supervisor
- Leadership
- Communication
- Motivation
- Delegation
- Planning
- Problem solving and decision-making
- Control
- Industrial Relations
- Organisation
- Occupational Health and Safety Act

*The course will also include simulated role plays, case studies and exercises*

### **DURATION:**

Duration : 2 days - refer to national calendar for dates  
Time : 08:30 – 16:30

### **COST PER DELEGATE:**

Please contact the Central or KZN chamber for pricing  
The course includes a Light lunch, tea & coffee and Course notes  
Minimum of (x10) delegates required

### **VENUE:**

The Braids, Unit D, Ground Floor, 113-115 Bowling Ave, Gallo Manor

### **ENROLMENT:**

Please contact the chamber in your region for further enquiries

<b>PIFSA – CENTRAL CHAMBER</b> Lithotech Listings & Logistics Corner Shaft & Reduktor Avenue Stormill Ext 3 Roodepoort	<b>PIFSA – KZN CHAMBER</b> Unit 2, Afriscan Park 21 Qashana Khuzwayo Rd New Germany
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