

# **II PROFESSIONAL SCHOOL**

## **B. MANAGEMENT DEVELOPMENT PROGRAMS**

### **ORIENTATION PROGRAM FOR MIDDLE MANAGERS**

#### **Course Outline**

**2 weeks**

**Roles & Responsibilities**

**Myers Briggs**

**Stress Management**

**Dealing with Difficult People**

**Communication**

**Team Management**

**Planning**

**Management of Change**

**Leadership / Power**

**Health & Safety**

**Understanding Motivation**

**Organizational Skills**

**Delegation**

**Empowerment**

**Case Study**