



MANAGING PEOPLE & TEAMS WELCOME PACKAGE

Program Overview

Managing People & Teams is a foundational leadership training program that equips newer managers/people leaders (like you) with essential tools to lead yourself and others effectively.

You will emerge from the program with a foundational set of self and people leadership skills including an increased ability to:

1. Articulate your strengths and understand areas of development based on self reflection and feedback from others
2. Empower your team's performance and learn how to set clear expectations, share feedback and hold accountability for commitments
3. Delegate effectively and collaboratively including establishing clear delegation criteria
4. Establish effective time management strategies, habits, and goals
5. Communicate clearly, effectively, and with empathy especially during times of change and conflict
6. Strategically build mutually beneficial relationships internally and externally
7. Practice 'thinking big' and aligning your team's actions and behaviours with the organization's goals

This hybrid program runs for 4 weeks and consists of:

- 2 in-person full-day sessions (runs 9am-3pm)
- 1 x 45-minute virtual small group learning pod meeting in between session 1 & 2

You will also have the option to participate in 2 x 90 minute refresher sessions that is designed for all past graduates of the program.

The total participant time commitment is approximately 15 hours (includes sessions, learning pod meetings, and pre-reading and assignments). Please bookmark the Munich Re customized online training hub (www.jenniferdeane.ca/mr) so you can access your program information, resources, and homework.

We are excited to work with you in the upcoming Managing People & Teams Program! Please [contact me](#) if you have any questions.

Warm Regards,



MANAGING PEOPLE & TEAMS WELCOME PACKAGE

Program Timeline

Managing People & Teams Program	Cohort 6 Toronto	Cohort 7 Toronto	Cohort 8 Location New York
Face to Face Session - Day 1 <ol style="list-style-type: none"> 1. Building Your Leadership Identity – Knowing Your Strengths & Areas of Development 2. Setting Expectations Clearly With New & Existing Employees 3. Delegating Collaboratively to Build Your Team’s Skills & Do the Right Work 4. Developing Others & Managing Performance through Clarity, Feedback & Accountability 	April 11 9am-3pm	May 9 9am-3pm	Sept 19 9am-3pm
Learning Pods	April 27 45 minutes small group meetings	May 25 45 minutes small group meetings	Oct 5 45 minutes small group meetings
In Person Session - Day 2 <ol style="list-style-type: none"> 1. Aligning Your Time With Your Priorities and Inspiring Your Team to Do the Same! 2. Leading Meetings to Engage Others, Build Team & Produce Results 3. Communicating Clearly & Confidently – How to Prepare, Connect & Follow up Effectively to Inspire Others 4. Navigating Difficult Conversations to Build Your Self Awareness and Collaborate Effectively With Others Even in Conflict 5. Building Mutually Beneficial Relationships & Networks 6. Leading Change Confidently to Inspire Commitment & Action from Others 7. Planning & Thinking Strategically to Shape the Organization's Future Growth & Success & Program Close 	May 8 9am-3pm	June 6 9am-3pm	Oct 17 9am-3pm
Virtual Refresher Session 1 Virtual Refresher Session 2	April 19 11am-12:30pm EST November 1 11am-12:30pm EST		



Program Facilitator

Jennifer Deane



Jennifer is a Professional Certified Coach, Consultant, and Facilitator. She has over 20 years of experience bringing out the best in leaders and teams through coaching and targeted training and development. Jennifer specializes in coaching leaders to inspire others with their ability to listen and communicate with confidence, clarity, and conviction. She works with her clients to develop visionary and strategic thinking that empowers them to lead with purpose and integrity.

Jennifer has coached leaders at all levels across sectors in public and private organizations globally. Jennifer brings passion and energy to every exchange and truly partners with her clients to achieve their personal and professional goals. Jennifer's clients are peppered around our planet actively making a difference in their homes, organizations, and communities while living and leading with passion, clarity, and purpose.

