

# € TRAINING

Conference on High Impact Supervisory  
Skills



8 - 12 June 2025  
Dubai (UAE)



# Conference on High Impact Supervisory Skills

REF: C549 DATE: 8 - 12 June 2025 Venue: Dubai (UAE) - Fee: 5310 Euro

## Introduction:

This conference is designed to equip supervisors with the essential skills needed to lead their teams effectively, maximize productivity, and foster a positive work environment. Participants will learn key strategies for communication, delegation, performance management, and conflict resolution, enabling them to have a direct and positive impact on their teams and organizational success.

## Conference Objectives:

By the end of this conference, participants will be able to:

- Apply effective supervisory techniques to enhance team performance.
- Develop clear communication strategies to improve team dynamics.
- Implement delegation and empowerment strategies to maximize productivity.
- Manage employee performance through constructive feedback and coaching.
- Resolve workplace conflicts and create a positive team environment.

## Target Audience:

- Supervisors and Team Leaders.
- Managers transitioning to supervisory roles.
- HR Professionals responsible for team management.
- Project Managers and Department Heads.

## Program Outline:

### Unit 1:

#### Essential Supervisory Skills:

- Understanding the role and responsibilities of a supervisor.
- Key characteristics of effective supervisors.
- Transitioning from peer to supervisor: overcoming common challenges.

- Time management and prioritization for supervisors.
- Establishing credibility and authority as a supervisor.

## Unit 2:

### Communication and Team Leadership:

- Effective communication strategies for supervisors.
- Developing active listening skills to understand team needs.
- Providing clear and actionable instructions to the team.
- Building trust and openness within the team through transparent communication.
- Engaging and motivating team members through positive communication.

## Unit 3:

### Delegation and Empowerment:

- The importance of delegation in supervisory roles.
- Techniques for delegating tasks effectively while maintaining accountability.
- Identifying the right tasks to delegate based on team members' strengths.
- Empowering team members through delegation to enhance ownership.
- Monitoring progress without micromanaging.

## Unit 4:

### Performance Management and Coaching:

- Setting clear performance goals and expectations.
- Providing regular feedback to guide and improve performance.
- Utilizing coaching techniques to support team development.
- Addressing performance issues with constructive conversations.
- Recognizing and rewarding high performance to motivate the team.

## Unit 5:

## Conflict Resolution and Creating a Positive Work Environment:

- Identifying sources of workplace conflict and managing them early.
- Techniques for resolving conflicts while maintaining team harmony.
- Fostering a collaborative and supportive team culture.
- Promoting diversity and inclusion in team dynamics.
- Case study: Successful conflict resolution leading to improved team performance.