

Slide 1: Title Slide	Welcome participants and introduce the session objectives. Highlight the dual focus on achieving results and fostering employee well-being.
Slide 2-3: Purpose of Presentation	Walk through the agenda. Emphasize that the course will balance practical management skills with people-focused leadership behaviors. Suggested timing: 3 minutes.
Slide 4-5: Understanding Manager Effectiveness	Discuss the definition of manager effectiveness. Encourage participants to share examples of effective managers they've experienced. Introduce the 'Results + Relationships' model. Suggested timing: 10 minutes.
Slide 6-10: Core Management Skills	<p>Introduce the four foundational skills: communication, motivation, delegation, and empathy. Provide examples for each.</p> <ul style="list-style-type: none"> • Communication: Role-play an example of effective vs unclear feedback. • Motivation: Discuss intrinsic vs extrinsic motivation. • Delegation: Walk through the WHO + WHAT + WHY + WHEN framework. • Empathy: Facilitate a brief empathy mapping activity. <p>Suggested timing: 20–25 minutes.</p>
Slide 11-15: Manager Effectiveness Through Employee Well-Being	<p>Transition to the people-centered side of effectiveness. Discuss how trust, engagement, and development drive productivity and retention.</p> <p>Facilitate breakout discussions:</p> <ul style="list-style-type: none"> - How can managers build trust in hybrid environments? - What are simple ways to increase recognition and engagement? - How do you currently support career growth? <p>Suggested timing: 20 minutes.</p>
Slide 16: Self-Assessment	Guide participants to complete their self-assessment in the workbook. Encourage honesty and self-awareness. Optional: pair share for reflection. Suggested timing: 5–7 minutes.
Slide 17: Key Takeaways	<p>Summarize major learning points: balancing results with relationships, leading with empathy, and sustaining growth through feedback.</p> <p>Encourage participants to continue learning via coaching, peer groups, or reflection journals. Suggested timing: 10 minutes.</p>
Slide 18: What's Next?	Have participants identify 1–2 key areas to improve. Introduce SMART goals. Encourage them to share one commitment with a peer for accountability. Suggested timing: 10 minutes.