

Organizational Transformation: Team Leadership

In today's business, the team leader is the main link between the organization's goals and the people who are responsible for the daily activities that make those goals a reality. Because of the necessary and integral role that this position plays, it is obvious that effective team leaders at all levels are critical to the success of any organization.

Many everyday decisions required within the team leader role affect profits, productivity, service levels as well as employee attitude and morale. With a role of this magnitude, it would seem logical that the process of becoming a team leader would require years of training. However, most team leaders have had little or no training in the required skills. Almost universally, today's team leaders are men and women who have been promoted from being a 'super worker' to a team leader.

A Process for Results

Team leaders will gain the specialized knowledge the position requires. Each will leave equipped to help achieve organizational goals with and through their people.

Essential Elements

Attitude Development. Attitude is the basis of all individual behavior. The effectiveness of team leaders will depend upon their behavior in a given situation. Improved results and productivity begin by developing the attitudes that govern positive behavior

Behavior Management Skills. Better than 50 percent of a team leader's time is spent in managing other people — getting results with and through others. To be effective in this role, it is important that the team leader develops the skills necessary to effectively communicate and maximize productivity.

Goal Accomplishment. A team leader not only sets goals, but also needs to determine how they will be achieved, what obstacles must be overcome in the process, and the timeline for achievement. The Team Leadership process provides a proven goal accomplishment model that can be immediately applied in any organization.

Critical Issues Addressed

- ▶ Roles of a Successful Team Leader
- ▶ Organizational Goal Setting
- ▶ Developing Confidence
- ▶ Managing & Controlling Use of Time
- ▶ Creating & Managing Performance
- ▶ Taking Corrective Action
- ▶ The Art of Discipline
- ▶ Personalities, Habits & Attitudes
- ▶ Making Quality Decisions

Measurable Results

- ▶ Dynamic Teams
- ▶ Reduced Cost of Doing Business
- ▶ High Performing Individuals
- ▶ Motivation to Achieve Results
- ▶ Increased Productivity
- ▶ Increase Profitability

Seminar Leader:

This seminar is being presented in conjunction with the Manufacturing Extension Partnership of Mississippi, and will be led by **Michael Harbaugh**, Operations Manager for MEP.ms.

When & Where

▶ **Thursday, Sept. 2, 2010**, Hilton Jackson; I-55 North and County Line Rd., Jackson; 601-957-2800.

▶ **Registration** — 8:30 a.m. to 9 a.m.

▶ **Program** — 9 a.m. to 3:30 p.m.

Rooms at the Hilton Jackson are \$109 per night for those attending an MMA seminar. Please use code N2720644 when making your reservation. This rate is based on availability, so please make your reservations early.

Cost

- ▶ \$149 per person. Cost includes continental breakfast, lunch, refreshments and handout materials.
- ▶ For companies sending three (3) or more employees from the same company location, cost is \$115.

REGISTER ONLINE NOW

Reminder notices will be sent a few days prior to the seminar. If you do not receive a reminder notice, or if you would like more information about this or other MMA seminars, contact Barbara at 601-948-1222 or barbara@mma-web.org.



MEP Manufacturing Extension Partnership of Mississippi

The Manufacturing Extension Partnership of Mississippi works with partner organizations to provide expertise and services tailored to the most critical needs of Mississippi manufacturers, which range from process improvements and worker training to business practices and applications of information technology.



MMA Seminar Registration Form

Mississippi Manufacturers Association

Seminar Name _____

Seminar Date _____ Seminar location _____

Name of Attendee(s) and job title(s) _____

Company Name _____

Company Address _____

City _____ State _____ Zip _____

Attendee Phone Number _____

Attendee Fax Number _____

Attendee E-mail Address _____

If different than above:

Name of Person Submitting Registration _____

Job Title _____

Address _____

Phone Number _____ Fax Number _____ E-mail _____

If different than above:

Billing Contact _____

Address _____

Phone Number _____ Fax Number _____ E-mail _____

Job Title _____

Return form and payment to: Mississippi Manufacturers Association, P.O. Box 22607, Jackson, MS 39225-2607; fax (601) 948-6197. You also may register online at www.mma-web.org (full-day registration only).

American Express _____ Visa _____ MasterCard _____
Card number _____ Expiration date ____/____

No refunds without 48 hours cancellation notice! No refunds for no-show.

REMINDER NOTICES WILL BE SENT A FEW DAYS PRIOR TO SEMINAR DATE. If you do not receive a reminder notice, please contact Barbara at 601.948.1222 or barbara@mma-web.org.