BELIEVING IN AUTHENTIC LEARNING

Training Program

MANAGING PEOPLE

PACE Institute of Management | PACE

PACE
INSTITUTE OF MANAGEMENT

PACE SCHOOL OF LEADERSHIP & MANAGEMENT
A Member of PACE Institute of Management

MANAGING PEOPLE



Believing in Authentic Learning



Managers succeed
or fail based on their people
management skills

Training Program

MANAGING PEOPLE

Managers succeed or fail based on their people management skills. Getting staff to perform well requires a specific set of skills. This course deals with people management issues, using a fresh, modern and practical approach. You will be provided with practical advice on developing your own unique management style and skills to develop a results-driven team by improving and adapting your own skills so that you can achieve results through your own team members.



PROGRAM INFORMATION

TARGET PARTICIPANTS

- This course is particularly suited for leaders, managers, and individuals involved in managingpeople or a department.

PROGRAM OBJECTIVES

On completion of this course you will:

- Understand the importance of both managing and leading your team;
- Start developing your own management style and adapt it for different situations;
- Have a clear strategic plan for your department/section/team;
- Know how to create a motivating environment for your team;
- Achieve higher levels of performance in your team.





DURATION & TUITION

- Duration: The total duration of the program is **04 sessions** (equivalent to 12 hours). You can choose to study in the evening, weekdays or weekends. Please see the detailed schedule of upcoming courses on PACE's website: www.PACE.edu.vn.
- Tuition: For the official fee and preferential policy for early fee transfer or group registration, please see details on PACE's website www.PACE.edu.vn or contact PACE's Training Consulting and Training Department.



PROGRAM CONTENT

PART I: PHILOSOPHY OF MANAGING PEOPLE

- Main principles in managing people:
  - Methods to get people to want to do what they are supposed to do;
- Specific challenges facing when motivating others.
- Role of the managers:
  - Necessary competence & skills to increase your effectiveness in current roles;
  - The ethical leadership and the value of your organization.
- Attitude toward your staff:
  - Understand the factors which enable a team work;
  - Build a relationship of mutual respect based on emotion and value of each staff member.

PART II: METHODOLOGY OF MANAGING PEOPLE

- Evaluate the employees performance through their:
  - Competence;
  - Attitude;
  - Achievement.
- Motivate the employees by:
  - Effective methods;
  - Manage and lead people effectively.
- Organize the employees by:
  - Methods of delegation and work allocation;
  - Methods of recruiting and selecting staff.
- Communicate with employees by:
  - Empathic listening;
  - Methods to deliver effective feedback.
- Learn to resolve the contradictions & conflicts flexibly in different situations.



PACE
INSTITUTE OF MANAGEMENT

SHAPING THE FUTURE OF MANAGEMENT

Founded in 2001, PACE is one of Vietnam's most influential management institutes. For more than 25 years, PACE has helped advance modern management practices in Vietnam - strengthening leadership capacity, elevating governance standards, and expanding organizations' global outlook. PACE is also the first school for business leaders in Vietnam.

PACE is a trusted partner in transforming leaders, teams, and organizations to achieve breakthrough and sustainable performance in a fast-changing world.

PACE's 3 Core Solutions to relize its mission:

1. PACE Training
2. PACE Consulting
3. PACE Books

PACE ecosystem includes 8 affiliated schools, 8 member companies , and 8 global partners , aligned across three integrated pillars: Training, Consulting, and Publishing. Together, they cover eight core disciplines of management: General Management, HR Management, Financial Management, Marketing Management, Sales Management, Production Management, Supply Chain Management, and Project Management.

PACE also advances its mission through PACE NPOs, a long-term portfolio of non-profit educational initiatives launched in 2007, designed to deliver comprehensive and meaningful impact.



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