



Find out more!

Getting started in Team Leadership

## Team Lead Savvy Award

Great supervisors and team leaders get the basics right. Make sure you get your new people leaders up to speed with essential leadership skills and knowledge. The Team Lead Savvy Award is ideal for any employees new to a supervision or team leader role.

It is easily delivered to your employees, on the job, at a pace that works for your business. Your employees will be upskilled in team contribution, communication and performance feedback.

### Programme features – Skills for Success

Your employees who are new to supervision or team leadership will gain essential skills and knowledge – and increase their confidence. They will know and understand:

- ▶ How to get the best contribution from a team or group.
- ▶ Ways to speak or present to a group, including oral instructions.
- ▶ Communicating to people from other cultures.
- ▶ The role of feedback to staff performance.
- ▶ How to actively listen.
- ▶ How to write a short report.

**Available in print or online.**

Find out more: [www.ServiceIQ.org.nz/training/business-and-management](http://www.ServiceIQ.org.nz/training/business-and-management)

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