

**PURPOSE OF THE PROGRAMME**

The purpose of this programme is to equip the learners with the necessary knowledge, skills and attitudes to motivate and build a team.

**PROGRAMME OUTCOMES**

On completion of this programme learners will be able to:

- Motivate and build a team
- Identify responsibilities of a team leader in ensuring that organisational standards are met

**PROGRAMME OUTLINE**

- Explain the importance of motivating a team.
- Demonstrate an understanding of self and team members in a workplace.
- Apply theories of motivation and group dynamics.
- Implement a plan of action to strengthen a team.
- Provide feedback and recognising achievements.
- Explain the role of a team leader in an organisation.
- Explain the purpose of the team.
- Contract with the team members to obtain commitment to achieve organisational standards.
- Implement, monitor and evaluate performance against team objectives and organisational standards.

**LEARNING ASSUMED TO BE IN PLACE**

Delegates wishing to enroll on this programme should be competent in Communication and Mathematical Literacy at NQF Level 3

**RECOGNITION OF PRIOR LEARNING (RPL)**

RPL against these unit standards are allowed. Application forms are available from our offices.

**METHODOLOGY**

**Training Programme Duration:** 3 Days

**Assessment:** Portfolio of evidence will be submitted within one month after completing the training. Assessment activities include evaluating work plans for efficiency and implementation.

**Certification:** This includes obtaining endorsement from the SETQAA.

**Unit Standard(s):**

- 242819 - Motivate and build a team
- 242821 – Identify responsibilities of a team leader in ensuring that organisational standards are met

**NQF Level:** 4

**Credits:** 16

**TARGET GROUP**

- Team Leaders
- Supervisors
- Foremen
- Section heads
- Junior managers

**BENEFITS**

- Increased productivity
- Credits towards a qualification
- Improved opportunities to claim skills grants
- Effective team work
- Effective team leaders