

# The Skills of Motivation

## INTRODUCTION

This course is for anyone who manages or supervises others. One of the challenges which faces us as a 'manager' is to understand what makes others tick and how to maximise their potential and performance.

This course will enable you to identify what motivates individuals and teams, to enable you to get the best performance out of your team members.

The course takes a competency based approach to managing staff performance.

## COURSE OBJECTIVES

*By the end of the course, delegates will have:*

- **Reviewed** the skills of motivation
- **Identified** their own key motivators
- **Identified** the key motivators for their teams
- **Identified** which style of leadership promotes motivation within their team
- **Reviewed** methods of giving feedback to encourage motivation
- **Practised** the skills of motivation and feedback
- **Developed** an action plan for implementation in the workplace

**COURSE DURATION:** 1 Day Course

## COURSE CONTENTS

### Introductions

Course objectives  
Individual objectives

### Motivation

What is motivation?  
How do we motivate ourselves?  
How do we motivate others?

### The Skills of Motivation

What skills do you need?  
Identifying key motivators  
Practical exercise

### Motivation and Leadership

Different styles of leadership  
Your leadership style  
Modifying your leadership style to increase motivation  
Practical exercise

### Communication Skills

Questioning and listening skills  
Giving feedback  
Practical exercise

### Motivation Plans

Individual plans  
Team plans

### Action Plan for Implementation in the Workplace

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