



LINE MANAGEMENT ESSENTIALS

PRACTICAL SKILLS TO MANAGE PERFORMANCE, BUILD TRUST AND LEAD WITH CONFIDENCE

Designed for line managers and team leaders, this half-day workshop provides essential tools and techniques to help you manage individuals and small teams effectively.

You'll gain practical skills to build strong working relationships, motivate individuals and manage performance with clarity and confidence.

WHAT YOU'LL LEARN:

This session will teach you how to:

- Build trust and credibility with team members and develop positive working relationships
- Motivate and engage individuals to improve performance
- Set SMART performance objectives that align with team and organisational goals
- Give clear and constructive feedback
- Plan and conduct effective appraisals that support development and results
- Identify and address performance issues early and with confidence

Areas Covered Include:

The Role of a Line Manager

- Why effective line management matters to both individuals and the organisation
- Building trust and psychological safety
- Establishing strong, professional working relationships
- Understanding motivation and encouraging discretionary effort

Managing Performance

- Recognising and addressing performance issues early
- Preparing for and delivering meaningful appraisals
- Handling difficult conversations with confidence

Developing Potential

- Setting clear, outcome-focused performance objectives
- Supporting individual development and growth
- Identifying development needs and opportunities

WHY CHOOSE AMBER?

We help businesses to grow through people development. Specialising in management and communication skills, we offer training that includes people management, leadership skills, building resilience, communicating with impact, presentation skills, storytelling, time management and much more.

Formats include face-to-face workshops, online training plus one-to-one coaching programmes for individual needs.



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