

# Managing People Course Map

| Module Name                     | <u>A People Approach</u>         | <u>Engaging People</u>                                       | <u>Managing Staff Performance</u>                    | <u>Working Together</u>                                | <u>Planning for The Future</u>                             |
|---------------------------------|----------------------------------|--|--|--|--|
| S<br>E<br>C<br>T<br>I<br>O<br>N | <u>People Management</u>         | <u>Workforce Issues</u>                                      | <u>Leadership Traits</u>                             | <u>Understanding Leadership</u>                        | <u>Sort and create team goals vs individual work goals</u> |
|                                 | <u>The People Snapshot Tool</u>  | <u>Staff Development Needs</u>                               | <u>Staff Performance Appraisals</u>                  | <u>Resolving conflict</u>                              | <u>Placing team members in the correct role</u>            |
|                                 | <u>Communications Strategies</u> | <u>Aligning Position Descriptions and the Pastoral Award</u> | <u>Communication approaches for staff appraisals</u> | <u>Safety and management</u>                           | <u>Business resilience strategies for managing people</u>  |
|                                 |                                  |  | <u>Education Sources</u>                             | <u>Communication approaches for certain situations</u> | <u>Succession Planning</u>                                 |
|                                 |                                  |  | <u>Motivation strategies for retention</u>           | <u>Embracing diversity to build a strong team</u>      |  |