

Scandinavian Academy
Training Center

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Riyadh - Al Khaleej District - Sheikh Abdul Aziz Bin Abdul Rahman Bin Bishr Street - 13223 - Office No. 5 | P.O.BOX : 13224

Course: Leadership and Management Skills for Supervisors

Code	City	hotel	Start	End	price	Language - Hours
LC-830SA	Al Khobar	Hotel Meeting	2027-01-31	2027-02-04	9950 SR	En - 25

Introduction

In today`s evolving workplace, supervisory roles demand more than just technical expertise. Effective supervisors must be able to lead with vision, communicate with clarity, and inspire their teams to achieve collective success. This interactive program equips supervisors with the leadership tools, interpersonal strategies, and modern digital skills to thrive in complex organizational environments.

General Objective

To develop essential leadership competencies that enable supervisors to lead with confidence, foster high-performing teams, align team performance with organizational goals, and leverage technology for impactful supervision.

Detailed Objectives

By the end of the course, participants will be able to:

- Understand the evolving role of the supervisor in a digital and collaborative work environment.
- Distinguish between leadership and management, and apply both effectively.
- Build trust and credibility as a leader through communication and integrity.
- Coach and mentor team members to enhance performance and development.
- Use digital tools to streamline supervision, communication, and team engagement.
- Apply decision-making and problem-solving techniques to real-world challenges.

- Align team objectives with strategic organizational goals.
- Measure and track leadership effectiveness and team performance using clear KPIs.

Target Audience

- New supervisors or team leaders transitioning into leadership roles.
- Experienced supervisors seeking to enhance their effectiveness and embrace digital leadership tools.
- Professionals preparing for supervisory or middle management roles.

Course Outline

Day 1: Redefining Supervision and Leadership

- What is different in supervision today?
- Personal learning objectives and leadership reflections
- Leadership vs. Management: what's the difference?
- Characteristics of successful leaders
- Supervisor leadership in the context of organizational strategy
- Added Module: Leading in the Digital Era – Adapting to Virtual Teams and Remote Work Environments

Day 2: Building Trust, Credibility & Communication

- The core of trust-building leadership
- Interactive behaviors that enhance or harm communication
- Active listening and questioning techniques
- Participative leadership and inclusive team communication
- Group discussion: communicating the organization's mission and vision
- Strategic Link: Connecting communication with enterprise-wide priorities and values

Day 3: Coaching, Feedback & Mentorship

- Insight Inventory®: Understanding yourself and others
- Elements of effective feedback
- Coaching formats and real-life scenarios
- Practicing mentorship and developmental dialogues
- Enhancing employee ownership and accountability
- Modern Element: Digital tools for feedback, coaching logs, and performance monitoring

Day 4: Decision-Making, Problem Solving, and Innovation

- Brainstorming methods and creative idea generation
- Problem-solving tools and frameworks
- Solving real work-based cases in groups
- Digital Module: Using project management and decision support tools (e.g., Trello, Notion, AI assistants)
- Aligning decisions with organizational strategy and KPIs

Day 5: Leading Teams and Measuring Impact

- Teams vs. work groups: structure and effectiveness
- Roles of team leaders: from facilitator to change agent
- Building personal effectiveness and team dynamics
- Group simulation: solving complex challenges in teams
- Performance Indicators:
    - Leadership Effectiveness Self-Assessment
    - Team Engagement Score (Pulse Survey)
    - Coaching Completion Rate
    - Alignment Score between team KPIs and department objectives
    - Post-training Action Plan Submission Rate

The Scandinavian Academy for Training Center adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training Center.

Program Timings: 9:00 AM to 2:00 PM

The program includes:

- A daily buffet provided during the sessions to ensure participants comfort.
- A closing ceremony on the final day to distribute certificates and celebrate participants achievements.
- **Note: All prices are exclusive of 15% Value Added Tax (VAT).**

Our Success Partners

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