



INTERPERSONAL SKILLS AND SELF DEVELOPMENT

CMI Recognized Certified Team Leader

Professional training programme



SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

info@sparktraining.eu

+31 85 115 0004 | sparktraining.eu

— Workshop Overview

High performance is achieved by those who lead. In today's chaotic management environment, leaders must be able to engage their team and assist them in reaching their goals. This course helps team leaders develop the necessary skills to lead effectively. It includes leadership, communication, goal setting, time management and motivation skills.

Why Attend

This course relies on the use of self evaluation exercises aimed at helping participants learn about their preferred styles in leading and communicating with others. The course also features the use of a number of case studies, practical exercises and presentations by participants followed by group discussions.

Who Should Attend

Managers, supervisors, and team leaders who are responsible for building and maintaining effective teams in the work environment

— Learning Objectives

- Develop trust and rapport between team members
- Create an effective and empowered team
- Establish a motivating team environment
- Apply strategies for improving team relationships
- Develop strategies for implementing changes within a team

Course Outline

DAY
1

The team leadership challenge

- 21st century team definition
- On shifting ground: organizations today
- Skills of effective team leaders
- Characteristics of effective team leaders
- Developing leadership skills
- Leadership styles: self analysis
- Techniques for increasing team effectiveness

DAY
2

Building a high performance team

- Recipe for successful teams
- The teamwork success formula
- The importance of clear goals
- Decisions by consensus
- Clear roles and work assignments
- From involvement to empowerment
- Types of effective teams
- Team development stages

DAY
3

Inspiring teams to better performance

- Identifying team roles
- The Belbin type indicator
- Aligning individual and team motivators
- The values alignment matrix
- Keys to resolving values conflicts
- The motivating mix
- Creating a supportive environment
- Energizing your team

DAY
4

Sustainable strategies for improving team relationships

- Identifying effective communication methods
- Face to face communication
- Team problem solving

- Factors shaping team performance
- Phases of team problem solving
- Tools for making effective team decisions
- The ingredients of effective decision making

DAY
5

The team leader's role in managing change

- Managing change
- Change requires exchange and expanded thinking
- Key factors in successful change
- The change cycle
- The 4 room apartment strategy
- Typical reactions to change
- Helping the team move through change stages
- Handling reactions to change
- Strategies for dealing with change
- The 17 laws of great teamwork

— Upcoming Classroom Dates

DATE	LOCATION	FEE
19 - 23 October 2026	Paris - France	€2,250
2 - 6 November 2026	Frankfurt - Germany	€1,625
21 - 25 December 2026	Barcelona - Spain	€1,925
18 - 22 January 2027	Amsterdam - Netherlands	€2,125
15 - 19 February 2027	London - United Kingdom	€2,100
15 - 19 March 2027	Istanbul - Türkiye	€1,425
19 - 23 April 2027	Vienna - Austria	€2,125
17 - 21 May 2027	Barcelona - Spain	€1,925

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.