The HR Dept Training Academy

Manager Foundations

Developing new and aspiring managers for success

Promoting someone into management does not automatically give them the confidence or skills to lead people.

The move from colleague to manager can be challenging. New managers suddenly need to set expectations, give feedback, delegate, motivate different personalities and have conversations they may never have faced before.

Manager Foundations helps new and aspiring managers make that transition successfully, building the confidence, self-awareness and practical people skills they need to lead effectively.



Who is it for?

- Newly promoted managers
- Aspiring managers
- Team leaders
- Supervisors

Why attend?

Manager Foundations is part of The HR Dept Training Academy, which helps managers build the practical skills and confidence they need to lead people effectively. New managers are often promoted because they are good at their job, but managing people requires an entirely different skill set.

Without the right foundations, they can struggle to delegate, avoid difficult feedback, over-manage their team or continue behaving like a colleague rather than a manager. This can lead to risks which include demotivated employees and expensive tribunal claims which divert time, financial resources and attention away from running and growing a business.

This programme helps them understand what needs to change and gives them practical ways to put it into action.

After the course, managers will be better able to:

- Make the shift from colleague to credible manager
- Understand their own management and communication style
- Set clear expectations and hold effective 1:1s
- Delegate without feeling they need to do everything themselves
- Give clear, constructive feedback
- Coach and develop team members
- Adapt their approach to different personalities
- Build a personal plan for becoming a more effective manager

Delegates receive practical templates and resources including:

- Manager transition checklist
- 1:1 meeting guide
- Feedback guide
- Individual personality profile report
- Personal manager action plan
- Expectation setting template

Learning that continues between sessions

Rather than learning everything in one day and returning to business as usual, delegates have time between the two workshops to put techniques into practice.

They then return with real experiences, challenges and questions to explore during day two, helping turn learning into workplace behaviour.

Clients: £795 + VAT | Non-clients £995 + VAT

Day 1 - Making the shift into management

London | 12th Jan 2027
Newbury | 13th Jan 2027

- The transition from colleague to manager
- What a good manager actually does
- Self awareness and management style
- Building credibility
- Setting expectations
- Practical work place challenges

Day 2 - Interpersonal skills of a good manager

London | 9th Feb 2027
Newbury | 10th Feb 2027

- Reflection from day one
- Communication that builds trust
- Listening and asking better questions
- Giving feedback well
- Influencing without overusing authority
- Coaching as a manager
- Managing confidence and imposter syndome
- Personal manager action plan

The HR Dept training academy pathway

HR Essentials → Manager Foundations → Managing People in Practice → Managing People Essentials

The HR Dept Training Academy has been designed to provide new and experienced managers with a practical learning pathway that provides skills and tools needed to be successful in a every growing complex people management and employee relations landscape.

For more information, visit our website.

Book your place now

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