

New Manager Fundamentals

This 16-week session is built to give new managers the tools they need to succeed with in-depth discussions, live coaching, and on-demand content on coaching and feedback. Making the transition from peer to manager is a big step for many people. This Academy will walk learners through how to create effective workplace relationships, manage change, coach others and give feedback, creating an environment of collaboration, and more. New Manager Fundamentals is taught by Kevin Eikenberry and Guy Harris, two experts on leadership with over fifty years of combined experience.



Week 1

Academy Kickoff

- Learn the technical ins and outs of the BizAcademy platform
- Live Q & A with a BizAcademy facilitator
- Review the overall structure and plans for the Academy



Week 2-4

Transitioning to Your Role - Kevin Eikenberry

- Describe what it means to lead in your situation
- Recognize common mistakes new leaders make
- Identify five things you can do during your transition to become more effective



Week 5-8

Managing Change - Guy Harris

- Recognize the nature of individual and group change
- Understand the differences between managing, leading, & championing change
- Help people choose to change



Week 9-12

Coaching and Feedback - Kevin Eikenberry

- Identify and use the ABC's of Coaching
- Use the four types of feedback
- Apply at least five strategies to give feedback effectively



Week 13-16

Collaboration and Feedback - Guy Harris

- How to build trust in your managerial relationships
- Creating an environment of safety to give impactful feedback
- Developing foundations for progress and improvement through feedback