



Managing for Productivity

Managers/Supervisors are responsible for many things, but ultimately, they are expected to facilitate and generate productivity. From the systems they set up to the atmosphere they create, the productivity of their team is the ultimate measure of the leader's effectiveness. While most people that are promoted to a position of authority are equipped to give direction and manage tasks, not all of them are naturally organized, nor do they always see how to economize effort and increase efficiency.

This seminar will teach three major competencies to help leaders increase productivity within their team. First, they'll learn how to help their people maximize their time and effort. They'll discover several basic strategies of time management and personal productivity that they can teach others and easily hold them accountable for. One of these strategies, the concept of time budgeting, can help team members work together to multiply everyone's time. Additionally, they'll learn organizational, systemization, and teamwork strategies to unlock new levels of output.

Second, they'll discover how they can boost their own productivity. Because they spend so much time helping their team members, many managers find it difficult to get their own work done, much less to have time for projects and innovative ideas that require significant development. These practices will equip them to finally begin checking tasks off of their long-standing to-do list. They may even realize that the way they interact with and manage their team members could be contributing to decreased productivity.

Finally, they will gain 12 specific components to make sure meetings that they hold are as constructive as possible. As one of the most common frustrations identified by employees, many people view most meetings as "one too many" if not a total waste of time. It isn't because the information shared in the meetings isn't important. It is usually because of the way the meetings are conducted. With these simple principles, meetings will be more engaging and much more productive.

Randy showed me a number of ways I can be a better leader. He also helped me realize ways I can help my employees perform better and prepare them to be future leaders.

Mike Bowden / Store Manager / Lowes Marketplace

Randy's training motivated me to refocus, to develop, and to lead a more effective team.

Annabel Fey / VP Market Operations / American Bank of Texas

Teaching the Essential Elements of Excellence for work and life!