Junior & Middle Management

Development Programme

**Case Study** 









## The Context

With only 24% of employees engaged and 70% of team engagement attributed to the manager, can you afford NOT to develop your managers?

Disengaged employees, merely going through the motions, can be a staggering cost to your business. Junior and first-line leaders have the most significant impact on employee engagement, yet they are often the least prepared for their roles.

## **Bridging the Gaps**

Our Junior and Middle Management Development Programme offers a comprehensive, professional and cost-effective way to develop these crucial role players. By equipping them with necessary skills and tools, you can unleash their potential to drive employee engagement, customer retention and business growth.

Customised to your needs, iLEAD is an accredited Leadership Development Programme that integrates seamlessly with your operational environment.

Delivered as a Learnership or Short Learning Programme (SLP), iLEAD not only equips junior leaders with essential skills but also unlocks financial advantages, ensuring a positive return on investment.

Here's how current 2024/2025 students have experienced the programme:

#### On a scale of 1 (Poor) - 5 (Excellent)

I know what I'm supposed to do to make improvements:

I can apply the content in the workplace:

I'm committed to applying what I've learned in my work and growth journey:

I have found the sessions valuable:

4.6



## **Programme Structure**

## SLP COURSE OUTLINE + MODULES

01

#### **Your Role**

Participants understand the business significance of their role, how it contributes to the organisation's success and learn how to leverage key aspects for maximum impact. 02

#### **Lead Self**

Explores self-leadership and its significance for life, career success and leadership. Participants learn key components such as self-discovery, self-awareness, self-acceptance, self-management and self-growth.

03

### Build a climate for Performance

Covers essential skills for effective people management and stakeholder engagement. Participants learn to create a performance conducive climate, achieve results through teamwork and embody your values. 04

#### Align Performance

Equips leaders to communicate the organisation's vision and strategy, aligning teams behind shared goals. Participants learn to drive performance using scorecards, KPIs and KPAs, and understand key processes, competencies and stakeholder relationships within their function.

07

# Drive Process Excellence

Teaches leaders to optimise routines, prioritise tasks and create effective work plans.

Participants will learn to focus on key operational areas, apply control techniques and respond to varying performance levels.

06

# Lead for Improvement

Empowers leaders to foster a culture of accountability, recognition, celebration and growth. Participants develop basic coaching skills to support team members in improving skills and performance.

05

# **Engage for Performance**

Develops key communication skills for effective leadership. Participants learn to share information, conduct performance conversations and facilitate productive team meetings using the TeamConnect® methodology.

"I've learned practical strategies to enhance my self-leadership and time management skills. By setting personal goals aligned with my KPIs, I'm driving my own growth while helping my team understand and achieve our company goals."

iLEAD participant, Wilmar



## **Key Features**

### **Baseline Development Assessment**

At the start of the journey, participants undergo a development assessment designed to measure leadership competencies. This assessment provides a clear view of each participant's skills, strengths and areas for growth. The insights gained enhance self-awareness and ensure participants acquire the competencies required to excel in their roles.

"Through this, our organisation has gained a deeper appreciation of individual strengths and development areas, which has enabled us to make more informed decisions about our leadership talent pipeline."

Andre Witbooi, L&D Manager





### Report Sample

#### □ iLead Competencies

Competencies	Definition	Score
Action Orientation	The extent to which an individual demonstrates a proactive approach, takes responsibility, efficiently completes tasks, and makes timely decisions.	Meet Requirements
Self-Management	The degree to which an individual provides clear goals, listens to and addresses concerns, seeks input, shares information, and fosters engagement and empowerment.	Some Development
Achieving Results	The extent to which an individual understands client needs, exceeds expectations, addresses shortcomings, and implements preventative measures,	
Leading & Setting Direction	The extent to which an individual provides context and clear goals, addresses team concern, and fosters an empowering environment.	Some Development
Building Relationships & Impactful Communication	· · · · · · · · · · · · · · · · · · ·	
Coaching & Developmental Leadership	assists teams in overcoming challenges and supports skill	
Project Leadership: Planning, Organising & Controlling	goals setting milestones and monitoring progress and ensuring	



We have partnered with <u>OIM Leadership Consulting</u> to conduct the assessment.



## **Key Features**

### **Assignments**

Throughout the programme, participants complete pre-course and workplace application assignments. These assignments focus on applying the learning to workplace scenarios, based on a 'Day In the Life Of' (DILO) standard developed for your first-line leaders. This standard identifies their daily operational actions, along with the necessary knowledge, skills and tools required for the role.

Participants complete these assignment tasks as part of their normal workday throughout the duration of iLEAD. Each assignment is aligned with the organisation's strategic initiatives and the participants' scorecards, ensuring that learning is directly relevant and immediately impactful.



## **Coaching Circles**

Each module is complemented by a Coaching Circle to review the assignments and application of learning. These virtual sessions coach first-line leaders against the DILO standard, ensuring principles are internalised and integrated into daily routines. This on-the-floor application improves task execution, tool adoption and accountability.



"The learning experience has been directly relevant to my role. Applying the skills and knowledge I've gained has significantly improved my performance in areas where I previously struggled.

iLEAD Participant, Rectron

#### Portfolio of Evidence

Both the pre-course and workplace application assignments are compiled into a comprehensive Portfolio of Evidence, showcasing participant's achievements and growth during the journey. This portfolio is presented to the management team in a final presentation.



## The Benefits

### **Workplace Integration**

Learning is contextualised against the ideal 'Day in the Life Of' for participants. 70% of training is on-the-job, ensuring learning is directly applicable and minimally disruptive.

#### **Customised**

Modules and assignments are customised to align with your culture, leadership and operational needs, ensuring classroom learning becomes workplace practice.

#### **Assessment**

Starting with a baseline competency assessment, the educational content is tailored to close skill gaps, integrating your industry-specific terms, operating models and structures.

#### **Blended Learning**

Theory = 30% and practical application = 70%. Distance learning minimises classroom time, using a Learning Management System (LMS) for online sessions, assignments and exams.

### **Career Development**

Gives your employees the opportunity to develop themselves, build their careers, and better support their families by opening the pathway to higher education.

## **BBBEE & Tax Benefits**

Accreditation enables you to offset the cost through Skills Development Funding, BBBEE credits and tax rebates. Use your BBBEE spend to benefit your own employees.

#### Qualification

Provides your supervisors and junior leaders with recognised qualifications: Accredited by STADIO Higher Education at NQF Level 5 & 7.

### **Enhanced Competence**

Results in enhanced staff morale, productivity, cost control, quality, service levels, and safety. Simultaneously enhances organisational culture.

"The journey has been phenomenal. It has shown me a new way of doing things and leading my team. I have been able to use and transfer the knowledge to potential new leaders and effectively grow the members in my team."

iLEAD participant, Rectron



## **iLEAD SLP VS FULL ILEAD LEARNERSHIP**

## **iLEAD Short Learning Programme (SLP):**

In this option, the iLEAD SLP is completed as a standalone option over a period of 12 months.

Being accredited by STADIO University, successful completion of this SLP would gain you 20 credits towards entry into either the STADIO Higher Certificate in Management (HCM) (NQF 5) or the Advanced Diploma in Management (ADM) (NQF 7), the entry level being determined upon registration for the iLEAD SLP. You would then be able to go on to complete either the HCM or ADM should you choose, within three years of successfully completing the iLEAD SLP.

## **iLEAD Full Learnership:**

As its name suggests, this is a more comprehensive option. It comprises completing the iLEAD SLP and in addition a further 5 STADIO modules, for either the STADIO Higher Certificate in Management (NQF5) or their Advanced Diploma in Management (NQF7). Successful completion of this learnership would then gain you a full STADIO qualification. If you choose this option, you'll be completing the learnership over 24 months.

Workplace practice	<b>65-70%</b> of the learning <b>€</b>	•	65-70% of the learning		Workplace practice
Theory •	<b>30-35%</b> of the learning ◀ <b>③</b>		30-35% of the learning		<b>♦ Theory</b>
Target audience	Junior and Middle level Leaders (1 st and 2nd Line Leaders)	•	Junior and Middle level Leaders (1st and 2nd Line Leaders)		Target audience
Duration	12 months (minimum) ◀ 📴	}	24 months (maximum)		<b>Duration</b>
Mode 🏓	Face to face or Virtual		Face to face and distance learning		<b>♦</b> Mode
Language 🔖	English ◀ 卬		English		Language
Level 🏓	NQF <b>5</b> or <b>7 √</b>	3	NQF <b>5</b> or <b>7</b>		Level
Credits •	<b>20</b> (200 notional hours) <b>∢</b>		<b>120</b> (1200 notional hours)		<b>♦</b> Credits
Learning content comprises	<b>7</b> Compulsory iLEAD SLP modules		<ul> <li>NQF5</li> <li>4 Compulsory STADIO Modules</li> <li>Compulsory Customised SLP Modules</li> <li>1 STADIO Elective Module that the company will choose</li> </ul>	NQF 7 • 3 Compulsory STADIO Modules • Compulsory Customised SLP Modules • 2 STADIO Elective Modules that the company will choose	Learning content comprises



## A word from our MD

In closing, <u>2Collaborate</u> Managing Director, Hennie Brittz, highlights the significance of this programme:

"We wanted to create a programme that embodies our vision of people, potential and performance. Our goal is to make a meaningful impact by addressing the substantial gaps in first-line leadership. We are thrilled to offer a unique opportunity to unlock individual potential, enabling organisations to execute their strategies more effectively with stronger junior and middle managers. iLead also speaks to our passion for lifelong learning and paving the way for individuals to advance their careers and achieve greater success for themselves and their businesses."















