



CAREER PATHING SOLUTIONS

SUSTAINABLE SKILLS DEVELOPMENT

People Management Programme SP 0622/11-17

Accreditation held with merSETA: 20 – MER/ACC/002057

Programme Information

Credits:	44
Duration:	Four (4) Weeks
Minimum no of learners:	8 per session
Minimum Qualifying Criteria:	Communication at NQF Level 4. Mathematical Literacy at NQF Level 4. Computer Literacy at NQF Level 4.

	ID	UNIT STANDARD TITLE	NQF LEVEL	CREDITS
	252037	Build Teams To Achieve Goals And Objectives	5	6
1.		Demonstrate knowledge of and insight into the theory of teams and the importance of teams in workplace activities.		
2.		Apply the theory of teams to team dynamics.		
3.		Explain the process of building teams.		
4.		Analyse the role of team leader in promoting team effectiveness.		
5.		Evaluate the effectiveness of a team and propose ways to improve team effectiveness.		
	252035	Select And Coach First Line Managers	5	8
1.		Select first line manager for a specific position.		
2.		Plan the coaching process of a first line manager.		
3.		Coach selected first line manager.		
4.		Monitor and measure the results of coaching sessions.		
	252043	Manage A Diverse Work Force To Add Value	5	6
1.		Demonstrate knowledge and understanding of diversity in the workplace.		
2.		Demonstrate understanding of the reality of diversity and its value in a unit.		
3.		Manage team members taking into account similarities and differences.		
4.		Deal with disagreements and conflicts arising from diversity in a unit.		
	252034	Monitor And Evaluate Team Members Against Performance Standards	5	8
1.		Formulate performance standards for team members in a unit.		
2.		Establish systems for monitoring performance.		
3.		Prepare for a performance review of a team member.		
4.		Conduct performance review interview.		
	252029	Lead People Development And Talent Management	5	8
1.		Analyse education, training and development needs of members of a unit.		
2.		Record the results of the training needs analysis.		
3.		Compile a people development plan for a unit.		
4.		Manage the implementation of the people development plan of a unit.		
	120300	Analyse leadership and related theories in a work context	5	8
1.		Explain the concept of leadership.		
2.		Differentiate between leadership and management.		
3.		Analyse leadership theories.		
4.		Apply the different roles and qualities of leadership in a work context.		