

TakeON! MANAGEMENT MATTERS - THEMES

TakeON! YOUR BUSINESS

Managing the overall business – understanding what we stand for, what we put priority on:

- Dealing with Ambiguity
- Customer Focus
- Ethics and Values
- Organisational Agility
- Political Savvy
- Strategic Agility
- Managing Vision and Purpose
- Written Communications
- Business Acumen
- Intellectual Horsepower
- Dealing with Paradox
- Perspective.

TakeON! YOUR PERFORMANCE

Managing the performance of my area and the factors that contribute to that performance:

- Confronting Direct Reports (Performance Management)
- Decision Quality
- Managerial Courage
- Managing and Measuring Work
- Organising
- Planning
- Priority Setting
- Drive for Results
- Time Management
- Career Ambition
- Informing
- Total Work Systems
- Learning on the Fly
- Process Management
- Managing Through Systems
- Timely Decision-making
- Action Orientated.

TakeON! YOUR SERVICE

Managing myself and understanding that I provide a service to others:

- Approachability
- Caring about Direct Reports
- Compassion
- Creativity
- Delegation
- Humour
- Listening
- Work/Life Balance
- Problem-solving
- Self Development
- Self Knowledge (Understanding Yourself)
- Innovation Management
- Presentation Skills
- Patience
- Standing Alone
- Perseverance
- Personal Disclosure
- Personal Learning
- Command Skills (Lead From Front).

TakeON! YOUR PEOPLE

Managing my team and people in order for them to perform effectively:

- Conflict Management
- Developing Direct Reports
- Managing Diversity
- Hiring and Staffing
- Interpersonal Savvy
- Motivating Others
- Negotiation
- Building Effective Teams
- Understanding Others
- Sizing Up People
- Boss Relationships
- Comfortable Around Higher Management
- Fairness to Direct Reports
- Integrity and Trust
- Peer Relationships.



These themes are indicative only.
Actual themes may differ slightly.