



**THE UNITED REPUBLIC OF TANZANIA**  
**INSTITUTE OF ACCOUNTANCY ARUSHA**



**SHORT COURSE ANNOUNCEMENT**  
**ON**  
**LEADERSHIP DEVELOPMENT PROGRAMME FOR MANAGERS AND HEAD OF**  
**DEPARTMENTS/SECTIONS**

**(08<sup>th</sup> – 13<sup>th</sup> April 2019 - IAA Arusha Campus, Arusha)**

**1.0 COURSE BACKGROUND**

Leadership is an important function of Management which helps to maximize efficiency and achieve organizational goals. This course provides the opportunity to explore the core skills and techniques crucial to effective leadership and Management. It will ensure that you take your personal leadership style and competencies to new levels of success. The course is designed for managers who wish to find their own voice and deepen their management and leadership expertise.

**2.0 STATEMENT OF LEARNING OUTCOMES**

By the end of the program, participants will be able to:

- a) Apply key principles of Management and leadership in globalized world
- b) Apply strategies for engaging and motivating others to maximize team performance
- c) Manage an organizational talents
- d) Develop effective performance management system
- e) Apply mentoring and coaching skills to improve employees performance
- f) Effectively participate in career development and succession plan preparation
- g) Develop high trust work relationship
- h) Design a conflict management and resolution strategies and
- i) Plan and Conduct effective meetings

**3.0 WHO SHOULD ATTEND?**

The course is intended for Branch Managers, Human Resources Managers, Heads of Department/sections Administrators, consultants, trainers, mentors, Supervisors and any other interested person.

**4.0 METHODOLOGY**

The course will be conducted through lectures, discussions, case studies analysis. Participants will be offered an opportunity to refocus, refresh and rededicate.

## **5.0 FEES & MODE OF PAYMENT:**

The fee for the course is **TZS 1,050,000/=** (say **One Million and Fifty Thousand only**) to cover for training material, tea, lunch & **study tour to one of the National Parks in Arusha**. Participants will have to arrange for their own travel, accommodation and upkeep while attending the course in Arusha. Payment may be in cash, cheques or TISS paid directly to our **Bank Account No. 014103007130 in the name of Institute of Accountancy Arusha, NBC, Arusha Branch**. **Early registration is highly encouraged and appreciated.**

## **6.0 DATE, DURATION AND VENUE:**

This course will be conducted from **08<sup>th</sup> to 13<sup>th</sup> April 2019 (6 working days)** at the Institute of Accountancy Arusha, located at Njiro Hill-Arusha.

## **7.0 CONTACT PERSONS**

For more details please don't hesitate to contact any of the following:

### **Course Director**

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### **Head of Department – Consultancy & Executive Development**

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### **Course Administrator**

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## **APPLY TO:**

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