

Course : Managing colleagues following a promotion

succeed in your new role

Practical course - 2d - 14h00 - Ref. ANC

Price : 1590 CHF E.T.

★★★★☆ 4,7 / 5

The appointment of an ex-colleague as manager represents a major change, and attitudes of resistance to change can develop within the team. The new manager needs to know how to establish his or her position and develop actions that facilitate acceptance and trust.

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Take stock of your strengths and weaknesses for this new position
- ✓ Creating the conditions for a successful appointment announcement
- ✓ Successfully positioning yourself with colleagues
- ✓ Asserting your authority to influence
- ✓ Establish the conditions for effective day-to-day management, particularly when dealing with delicate situations.

Intended audience

All employees who have recently been promoted to a managerial position within their team.

Prerequisites

No special knowledge required.

Practical details

Hands-on work

Role-playing and case studies to help you transfer what you learn to the field.
Feedback from experience.

Course schedule

PARTICIPANTS

All employees who have recently been promoted to a managerial position within their team.

PREREQUISITES

No special knowledge required.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

1 Define your talents and areas of development for this new position

- Identify new missions.
- Identify your strengths and weaknesses in relation to your future responsibilities.
- Take stock of your management styles.
- Identify how to adapt your management style to different personality types.

Hands-on work

Self-diagnosis of management styles.

2 Preparing for a successful appointment announcement

- What form should the announcement take?
- When and how to tell the team?
- Negotiate a team takeover plan or approach with N+1.
- Have his N+1 specify the detailed content of his new missions and his roadmap.

Hands-on work

Draw up an action plan for the team's recovery, to be validated by its n+1.

3 Successfully positioning yourself with new colleagues

- Be introduced by your n+1 to successfully pass the relay.
- Speak up during the presentation.
- Outline the team takeover process.
- Detail your new missions and roadmap.
- Announce meetings as part of this process.

Role-playing

Speaking at the n+1 appointment announcement to former colleagues.

4 Asserting your authority to influence

- Conduct individual interviews.
- Conduct meetings to present and organize the team project.
- Conduct team project launch and follow-up meetings.
- Establish operating rules with your N+1 to establish your legitimacy.
- Dealing with resistant employees.
- Dealing with close ex-colleagues.

Role-playing

Conduct a (re)framing interview with a reluctant or [[close]] employee.

5 Creating the conditions for effective day-to-day management

- Project management.
- Determine team organization and operating rules.
- Allocate tasks.
- Adapt your management style to each personality type.

Role-playing

Present the team project and give a common vision to the new team.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

Dates and locations

REMOTE CLASS

2026 : 1 June, 14 Sep., 16 Nov.