

POLC FOR MANAGERS PROGRAM

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A SYSTEMS APPROACH TO
THE MANAGEMENT WORK
OF PLANNING, ORGANISING,
LEADING AND CONTROLLING

BETTER MANAGEMENT LEADERS
=
BETTER RESULTS



DESCRIPTION

Louis Allen's POLC for Managers Program provides an indepth understanding of the role of the management leader and how to adopt a systems approach to the Management Work of Planning, Organising, Leading, and Controlling. A key focus is placed on creating understanding of the critical management principles that forms the foundation for effective management leadership behaviours based on the internationally recognised **Allen Management System™**. In addition, it provides tools to effectively manage their teams' performance, and how to apply the knowledge within their respective working environments.

FORMAT

Louis Allen's POLC for Managers Program is a 3-day interactive, instructor-led, learning experience, followed by a 12-week on-the-job project assignment with coaching support and assessment. The workshop sessions is offered in-person or virtually.

TARGET GROUP

This program is intended for middle managers and/or frontline leaders earmarked for management positions.

WHAT MAKES
THE
**LOUIS ALLEN'S
METHODOLOGY**
DIFFERENT?

Louis Allen's methodology outlines a validated unified concept of management that applies to all organisations, and provides a systematic statement of what management is and how it can be practiced in a professional manner.

TIMELESS MANAGEMENT LEADERSHIP PRINCIPLES & PRACTICES

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POLC FOR MANAGERS PROGRAM OUTLINE

Understanding Management Leadership

- The concept of a Management Leader
- The evolution of Management Leadership
- The importance of Management Leadership
- Self-Awareness

Management as a System

- A systems approach to management
- Input-Throughput-Output
- Needs, Results & Work
- Understanding Stakeholder Needs
- Classification of Results
- Classification of Work

Planning

- Management Work of Planning
- Forecasting
- Developing Strategies
- Developing Policies & Procedures
- Developing Objectives
- Tasking, Scheduling & Budgeting

Organising

- Management Work of Organising
- Grouping Work
- Work-Process Improvement
- Delegating
- Developing Relationships

Leading

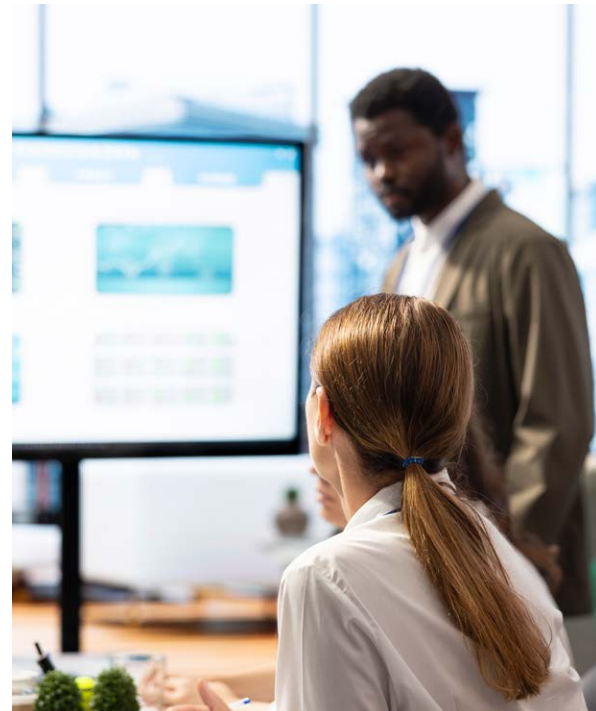
- Management Work of Leading
- Motivating
- Communicating
- Decision-Making
- Selecting People
- Developing People

Controlling

- Management Work of Controlling
- Developing Standards
- Measuring Performance
- Evaluating Performance
- Correcting Performance

Applying the Management System

- Effective Performance Management



BENEFITS OF POLC MANAGERS PROGRAM

- Speaking a common management language by applying a systems approach to management work.
- Increased self-awareness and EQ in relation to effective management leadership behaviours.
- Increased understanding of all the planning, organising, leading and controlling concepts, principles, tools & tips necessary to enable others to work together towards a common goal.
- Practical application.

ELEMENTS OF LOUIS ALLEN'S MANAGEMENT LEADER GUIDE

Vocabulary – A common understanding of the terms used to ensure everyone speaks the same management language.

Concepts – The basic and universal ideas for obtaining the most effective results stated in a standardised way.

Principles – The fundamental truths that identify universal cause-and-effect relationships and can be applied in new situations in much the same way as in past situations.

Techniques – The best accepted methods of performing specified management work.

Guidelines – Tips, rules and guidelines gained from practical experience that provide guidance to management leaders.



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