

Technical/Critical Skills Programmes

Team Leader Development Skills Programme

TARGET AUDIENCE

Operators, Line Leaders, Charge Hands, Supervisors, Employees identified for further advancement

ENTRY REQUIREMENTS

Learners are required to demonstrate fundamental competencies at ABET Levels or NQF 3 (Grade 11) including:

- Speaking, reading, and writing in English; and
- Doing basic mathematical calculations.

Relevant workplace experience in supervising or leading people.

COURSE DESCRIPTION

The Team Leader Programme is designed to equip learners with a range of knowledge, skills, values, and attitudes related to -

- Understanding the role and responsibilities of a team leader
- Applying management functions within a production environment
- Motivating and developing team members
- Managing workplace performance
- Improving communication within teams
- Planning and prioritising work activities
- Managing time effectively
- Supporting organisational performance goals
- Developing personal career and leadership plans



CREDIT-BEARING

NQF LEVEL: 1, and 4

CREDITS: 37

DURATION: 4-6 MONTHS

CONTACT TIME: 6 WEEKS

LEARNING OUTCOMES:

- Identify responsibilities of a team leader in ensuring that organisational standards are met
- Describe and show how the NQF can help me to plan a learning and career pathway
- Describe and apply the management functions of an organisation
- Motivate and Build a Team
- Plan to manage one's time - prioritize time and work

