

Course name: **Managerial Competences**

No. of ECTS: **3**

Aim:

Gaining knowledge about the nature of modern manager work, diagnosis of personal potential in

Course content:

- Basic models and typologies of managerial competences. The role of competence and their improvement. Predispositions for managerial work in contemporary organizations.
- Managing yourself as a key competence (Managing yourself by P. Drucker). Values, attitudes and behavior of the manager.
- Cognitive style and styles of competence development by managers.
- Managing with stress by the manager. Strategies and techniques of stress management by managers
- Delegations and organization of worktime. Time management.
- Coaching and mentoring.
- Decision-making and problems solving (rational and creative).
- Effective communication. Transaction analysis.
- Motivation and leadership. Sources of managerial power
- Conflict management in the organization. Making changes.
- Managing others and team building.
- Involvement, loyalty, Y generation and its features. Making use of diversified employee potential.
- Culture, identity, pathologies.
- Professional presentations.

Skills:

Knowledge about proper use of various learning styles, gaining knowledge on team building and leadership types, decision-making abilities, knowledge on worktime organization.

Form of teaching:

Lectures, practical classes, individual work, case studies, team work.