



# Leading Teams: A Situational Approach

One-Day Workshop | Hong Kong | May 19, 2020

## Managing Collaboration

Though teamwork is one of the most common concepts in businesses today, it is often the most elusive. Teams that lack effective leadership often struggle to work cooperatively with each other and adapt to the variety of personalities, interpretations, opinions and varying skills of other team members. Teams that can successfully master true collaboration, however, are the ultimate competitive advantage.

*Leading Teams: A Situational Approach* leverages understanding of situational approaches to leadership to explore the specific skills that leaders need to transform diverse groups of individuals into cohesive units. Through a variety of case studies video simulations, group discussions and skill-building activities, participants learn to maximize the performance potential of each team member while building trust, boosting creativity and improving communication.



## Objectives

Upon completion of this workshop, participants should be able to:

- Describe the dynamics experienced in group and team environments.
- Create and orchestrate team synergy through the application of a situational approach to team leadership.
- Identify performance levels for both individuals and teams.
- Diagnose and address exceptions to the team's performance level.

## Target Audience

- Leaders responsible for teams or groups of employees
- Individual contributors who lead teams for specific projects

## Participant Materials

Each participant will receive:

- Participant Workbook
- Leading Teams Handout
- Certificate Of Accomplishment



## Outline

- Introduction
- Program Objectives And Agenda
- The Dynamics Of Being A Team
  - Is This A Group Or A Team?
  - Characteristics Of Groups
  - Characteristics Of Teams
  - Behavioral Characteristics Continuum
  - Definition Of Teams
  - Why Teams?
  - Moving From Groups To Teams
  - Role Of The Leader
  - What Does The Picture Say To You?
- A Situational Approach To Team Leadership
  - Team Leadership: A Situational Approach
  - Leadership Styles With Teams
  - The Ground Rules For A High-Performing Team
- Diagnosing Team Performance
  - Video Case Study
- Structured Skill Development
- Next Steps And Application Challenge
  - Feedforward
  - Application Challenge
  - Sustainment



GTP TALENT CONSULTANCY LIMITED  
8/F, Cheung Hing Industrial Building  
12P Smithfield  
Kennedy Town, Hong Kong



CENTER FOR LEADERSHIP STUDIES (ASIA) PTE LTD  
1104, 11/F, Crawford House  
70 Queen's Road Central  
Central, Hong Kong

## Administrative Details

- Date: May 19, 2020
- Time: 9.00 am – 5.30 pm
- Early Bird Fee: HK\$6,900/participant  
Register and pay before  
April 21, 2020
- Regular Fee: HK\$7,700/participant
- Venue: Regal Hong Kong Hotel  
88 Yee Wo Street  
Causeway Bay, Hong Kong
- Closing Date: May 5, 2020
- Registration and Payment:  
Registration may be made by mail,  
email or online. Payment must be  
received to confirm the registration.  
Check should be crossed and made  
payable to GTP Talent Consultancy  
Limited.
- Refund of Fees:  
Full refund of course fee will be given if  
written notice of withdrawal is received  
not less than three weeks before  
commencement of the workshop. If no  
such written notice is received, the  
invoice for the full course fee will  
remain payable. A replacement  
participant is allowed.
- Cancellation/Postponement:  
GTP Talent Consultancy Limited  
reserves the right to cancel or postpone  
the workshop due to any unforeseen  
circumstances.

## In-Company Workshop

Contact us for more information



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### Leadership.Relationship.Performance

We provide training, coaching and consulting in social intelligence and leadership development. Since 1985 we have been helping clients to leverage human performance and enhance overall organizational performance. We have worked with more than 500 clients in 26 countries in Asia-Pacific, Europe and North America. From our offices in Singapore and Hong Kong we work with our clients and support global client implementations worldwide.

Through our proven leadership building and social intelligence solutions, a leader is never taken by surprise and will always have in hand the way to the success. We build leaders that accommodate and thrive through all adversity. No matter where you are, in whatever country or culture, our process is completely adaptable and applicable to you and your organization.

## Workshop Leader



TAN JOO SEET offers training, coaching and consulting in social intelligence and leadership development – helping clients to leverage human performance and enhance overall

organizational performance. He brings with him four decades of business, management and consulting experience; and has worked in 26 countries in Asia-Pacific, Europe and North America.

During his 30 years in training and consulting he has worked with more than 400 clients. He is a frequent speaker at professional and business conferences, and writes regularly. Over 30 of his articles have been published. He was featured in the television program *Money Matters*, and co-hosted the radio series *Working Matters*.

After completing his tertiary education in engineering, Joo Seet did the Master of Management, the Graduate Diploma in Personnel Management, and the Advanced Diploma in International Marketing. He is a Certified Business Planning Consultant and a Chartered Marketer.

Joo Seet is the Managing Director of Center for Leadership Studies (Asia) with offices in Singapore and Hong Kong. He is also the founder and Director of Human Edge Organization, and Performance Learning. He has also served as Managing Director (Asia) of Zenger-Miller from 1985 to 1996. Since 1987, he has been working with Dr Paul Hersey and the Center for Leadership Studies.

In addition to his training, coaching and consulting experience, he has held regional management positions in human resources, sales and marketing, business development and general management in telecommunication, aviation, manufacturing, medical systems and IT. He has worked with the government, government-linked companies and multinational organizations.

He participated in the United Nations Development Program/International Telecommunication Union projects on the setting up of the telecommunication training center, and instructional technology and course development. He also developed and coordinated regional training for the United Nations Development Program/International Civil Aviation Organization.

## Registration

- Online:  
[www.cls-asia.net/ltsa-2020-05-19-hk.html](http://www.cls-asia.net/ltsa-2020-05-19-hk.html)
- Email:  
[polly@cls-asia.com](mailto:polly@cls-asia.com)
- Mail:  
GTP TALENT CONSULTANCY LIMITED  
8/F, Cheung Hing Industrial Building  
12P Smithfield  
Kennedy Town, Hong Kong
- Enquires:  
Polly Chan (852) 9200-5576

## Participant

- Mr/Mrs/Ms/Mdm/Dr
- Name
- Job Title
- Mobile
- Email
- Company
- Address
- Tel
- Fax
- Enclosed is the check #  
for HK\$ \_\_\_\_\_ made payable to  
GTP Talent Consultancy Limited

## Contact Person If Different From Participant

- Mr/Mrs/Ms/Mdm/Dr
- Name
- Job Title
- Mobile
- Email