



Consulting and Training | Reach New Heights

Course Name

CMI Recognized Certified Professional Manager

Sector Name

Internationally Certified Training Programs

Document Type

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Course Introduction

Professional management today requires more than technical expertise—it demands strong leadership capability, effective communication, structured decision-making, and the ability to deliver results through people. Managers are expected to align team performance with organizational goals, manage resources efficiently, lead change, and build a positive work culture that supports productivity and engagement.

To support the development of modern management capability, **BOOST Consulting & Training** has developed the CMI Recognized Certified Professional Manager program. This course equips participants with practical management knowledge and applied skills aligned with recognized professional management standards.

The program focuses on core managerial competencies such as planning and organizing work, leading and motivating teams, performance management, problem solving, decision-making, stakeholder communication, and continuous improvement. Participants will gain structured tools and best practices to manage effectively, strengthen leadership impact, improve team output, and contribute to organizational success through strong managerial performance.

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Target Audience

- ✓ New and aspiring managers
- ✓ Team leaders and supervisors
- ✓ Department coordinators and unit heads
- ✓ Technical professionals transitioning into management roles
- ✓ Project managers responsible for leading teams
- ✓ Middle managers seeking to strengthen leadership capability

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Learning Objectives

- ✓ Understand the role of the professional manager and key managerial competencies
- ✓ Apply effective leadership styles and management approaches based on team needs
- ✓ Plan and organize work, resources, and priorities to achieve operational results
- ✓ Communicate clearly, influence stakeholders, and manage expectations professionally
- ✓ Manage team performance through goal setting, feedback, and accountability practices
- ✓ Motivate teams, build engagement, and support productivity improvement
- ✓ Apply problem-solving and decision-making tools to handle workplace challenges
- ✓ Strengthen teamwork, collaboration, and workplace culture within their departments
- ✓ Develop a practical managerial action plan to apply learning in the workplace

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Course Outline

✓ DAY 01

Professional Management Essentials and Leadership Styles

- ✓ The role and responsibilities of a professional manager
- ✓ Differences between leadership and management
- ✓ Core managerial competencies and behaviors
- ✓ Leadership styles and when to apply them
- ✓ Understanding team dynamics and individual differences
- ✓ Self-awareness and personal leadership development

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Course Outline

✓ Day 02

Planning, Organizing, and Managing Resources for Results

- ✓ Setting goals and aligning team objectives with organizational priorities
- ✓ Planning tools and workload management
- ✓ Organizing tasks, roles, and responsibilities
- ✓ Time management and prioritization techniques
- ✓ Managing budgets and other resources (conceptual)
- ✓ Monitoring progress and adjusting plans

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Course Outline

✓ Day 03

People Management, Motivation, and Team Performance

- ✓ Building high-performing teams
- ✓ Motivational theories and practical application
- ✓ Delegation and empowerment techniques
- ✓ Providing constructive feedback and coaching
- ✓ Managing performance challenges and accountability
- ✓ Promoting collaboration and trust within teams

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Course Outline

✓ Day 04

Communication, Stakeholder Management, and Decision-Making

- ✓ Effective communication techniques for managers
- ✓ Active listening and managing difficult conversations
- ✓ Influencing and negotiation skills
- ✓ Stakeholder identification and relationship management
- ✓ Structured problem-solving methods
- ✓ Decision-making models and risk awareness

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Course Outline

✓ Day 05

Managing Change, Continuous Improvement, and Manager Action Plan Workshop

- ✓ Role of managers in leading change
- ✓ Managing resistance and supporting team adaptation
- ✓ Continuous improvement mindset and practices
- ✓ Encouraging innovation and learning within teams
- ✓ Developing a personal managerial improvement plan
- ✓ Practical workshop: applying management tools to real scenarios

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
April 6, 2026	April 10, 2026	5 days	4250.00 \$	UAE , Abu Dhabi

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