



From employee to manager

Successful entry into the new leadership role

Seminar objective

In this seminar, you will become familiar with the most important aspects of the new supervisor role: You will change your role from colleague to leader. You will receive practical suggestions for defining your own leadership position. Essential aspects of your leadership behavior will be elaborated and clarified using practical examples. With this training, you will successfully transition from your role of colleague to a this of a supervisor.

Seminar content

Tasks and objectives of the new leadership role:

- The new role of the supervisor: Design options and personal development
- The most important leadership styles: Getting to know instruments and using them in a targeted manner
- Find your personal leadership style
- What makes a good leader?
- Control and trust in leadership: New tasks as a supervisor
- Personality training and self-discovery

Role change towards being an executive:

- Important communication and optimization tasks of a manager
- How do I conduct an employee discussion? How do I evaluate employees?
- Dealing with generational differences in the team
- Delegating to long-term team members and setting goals
- Developing and expanding the leadership position

Team development: successful teams that are ready to perform:

- How do I motivate my employees to perform at their best?
- Raising awareness in the event of a leadership problem
- How do I promote team spirit and efficiency?
- How do I develop young leaders?

Dealing with difficult situations:

- Conflict management and conflict resolution
- How do I act when an employee questions my leadership role?
- Own development areas and weak points

Methodology

Practice examples Supervision Facilitated discussion Short trainer inputs Exchange of experiences and discussion Case studies

Target audience

The seminar from employee to manager is aimed at future managers and all those with management responsibility who wish to successfully change roles from employee to superior.

Course ref.

F2000

Participants

not more than 9 participants

Schedule

1. Day: 10:00 - 17:00
2. Day: 09:00 - 16:00

Location & dates

Online seminar

02.09.2024 – 03.09.2024
21.11.2024 – 22.11.2024
09.01.2025 – 10.01.2025
06.02.2025 – 07.02.2025
17.03.2025 – 18.03.2025
16.06.2025 – 17.06.2025
01.09.2025 – 02.09.2025
10.11.2025 – 11.11.2025

Münster

23.09.2024 – 24.09.2024
28.10.2024 – 29.10.2024
16.12.2024 – 17.12.2024
09.01.2025 – 10.01.2025
03.02.2025 – 04.02.2025
06.02.2025 – 07.02.2025
10.03.2025 – 11.03.2025
03.04.2025 – 04.04.2025
12.05.2025 – 13.05.2025
04.08.2025 – 05.08.2025
11.08.2025 – 12.08.2025
22.09.2025 – 23.09.2025
27.10.2025 – 28.10.2025
15.12.2025 – 16.12.2025

Hamburg

12.09.2024 – 13.09.2024
14.10.2024 – 15.10.2024
05.12.2024 – 06.12.2024
17.03.2025 – 18.03.2025
28.04.2025 – 29.04.2025
26.05.2025 – 27.05.2025
30.06.2025 – 01.07.2025
11.09.2025 – 12.09.2025
13.10.2025 – 14.10.2025
04.12.2025 – 05.12.2025

Berlin

02.09.2024 – 03.09.2024
18.11.2024 – 19.11.2024



24.02.2025 – 25.02.2025
07.04.2025 – 08.04.2025
26.06.2025 – 27.06.2025
01.09.2025 – 02.09.2025
17.11.2025 – 18.11.2025

Hannover

07.10.2024 – 08.10.2024
02.12.2024 – 03.12.2024
17.02.2025 – 18.02.2025
07.08.2025 – 08.08.2025
06.10.2025 – 07.10.2025
01.12.2025 – 02.12.2025

Leipzig

26.09.2024 – 27.09.2024
17.03.2025 – 18.03.2025
22.05.2025 – 23.05.2025
25.09.2025 – 26.09.2025

Kassel

11.11.2024 – 12.11.2024
26.05.2025 – 27.05.2025
10.11.2025 – 11.11.2025

Cologone

05.09.2024 – 06.09.2024
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04.09.2025 – 05.09.2025

Frankfurt am Main

19.09.2024 – 20.09.2024
12.12.2024 – 13.12.2024
24.03.2025 – 25.03.2025
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Nuremberg

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28.11.2024 – 29.11.2024
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27.11.2025 – 28.11.2025

Stuttgart

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20.02.2025 – 21.02.2025
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14.07.2025 – 15.07.2025
24.11.2025 – 25.11.2025



Munich

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08.12.2025 – 09.12.2025

Vienna

19.09.2024 – 20.09.2024
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10.11.2025 – 11.11.2025

Zurich *

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01.12.2025 – 02.12.2025

Fee

1.150,00 € (ex. VAT)
1.368,50 € (inc. VAT)

* Fee Zurich:
1.600,00 CHF

Included in the price: Working
documents, certificate of
participation, lunch and coffee
breaks.



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Ich melde mich/Wir melden uns zu folgender Veranstaltung an:

1. Teilnehmer

Name/Vorname

E-Mail

Mobilnummer

Veranstaltung Seminarcode

Ort Termin

Firmendaten/Rechnungsempfänger

Firma

Rechnung (Name)

Straße/Nummer

PLZ/Ort

Telefon/Fax

Branche

Datum

2. Teilnehmer

Name/Vorname

E-Mail

Mobilnummer

Veranstaltung Seminarcode

Ort Termin

Anzahl der Mitarbeiter in Ihrem Unternehmen

Kundennummer

Anmeldebestätigung (E-Mail)

Unterschrift