

Building Ownership

One Day Highly Interactive Workshop

Course Overview

Do you want to feel more connected to your work? Do you want to give your best and have people notice what you do? If you are a manager how do you get people to develop a sense of responsibility for their tasks and activities? Enhance Your Professional Presence will help both managers and staff to understand the difference between responsibility, accountability and ownership and the influence that each of these dynamics has on an individual's effectiveness. We will identify the key qualities and activities that make the difference between each of us being a "renter" or being an "owner" at work. As we move towards an increasingly service driven ethos focused on anticipating evolving student needs all staff will be tasked with making things happen. People will only do this if they take personal responsibility for the way things are and for their decisions and actions.

Course Rationale

Suitable for any staff who are interested in enhancing their personal effectiveness at work by proactively owning what they do, and also for managers who want to build and support a work environment where individuals want to take ownership and be accountable.

Course Objectives

Upon completion of the session, participants will be able to understand and immediately apply the following Ownership concepts in their own workplace:

- Distinguish between responsibility, accountability and ownership
- Recognise barriers to greater accountability and taking more ownership
- Identify how to determine what you and others are accountable for.
- Appropriately increase ownership and make things happen.

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Course Content

This programme uses practical and reflective exercises to:

1. **Highlight the impact of failing to be accountable and take ownership.**
2. **Identify how to avoid the blame game and be proactive.**
3. **Understand accountability and ownership in a team context.**
4. **Recognise what you are responsible and accountable for.**
5. **Create personal accountability/ownership plans and set**
6. **Personal accountability and ownership plans will be created by each person attending the programme in an exercise in several stages. Individuals will be asked to identify areas within the remit of their roles that could be enhanced / improved, and consider how they can influence this. For managers attending the programme working on their own personal plan will give insight into how to encourage greater accountability and ownership in others.**

Prerequisites

Bring a copy of job description.

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Other Details:

- Payment to be made within 15 days from the date of the invoice.
- 12.36% Service Tax additional
- All payments must be made by cheque/online transfer etc., drawn in favour of Sieger Training Consultants Pvt. Ltd. Sieger will charge on INR basis only.
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