The Keywords

EAGERNESS

TARGET FOCUSED

DISPLAYING TRUST

RESPONSIBLE

EMPOWER / EMPOWERED

BEHAVIOURS

ACCOUNTABLE

DESIRE TO ACHIEVE

DECISIVENESS

GOAL SETTING

SHARP GOALS

HOW TO MAKE DECISIONS

SKILLS

INFLUENCING STAKEHOLDERS

PROBLEM SOLVING

MOTIVATING OTHERS

01

WHAT is AUTONOMY?

Imagine a world where a group of employees is able to make decisions and act upon those decisions independently, with minimal supervision or management intervention. Implementing this idea means a high level of cooperation based on a common mission and vision.

Essentially, autonomy is the degree of freedom and discretion granted to an employee to perform his or her job. Organisations that nurture a high degree of autonomy generate a sense of responsibility and greater job satisfaction amongst their employees.

WHY is it important?

If you want employees to work as effectively as they can and go "above and beyond" the call of duty, the most important thing to do is give them more autonomy. Organisations that grant their employees autonomy have been shown to grow four times faster than their "command and control" counterparts. When employees get the chance to think and act like small business owners, i.e. they have autonomy - they continually build greater confidence and resourcefulness.

They continuously build greater self-efficiency, the perception that they can handle "it" whatever "it" is, thus becoming more resilient. Resilient employees not only can cope with the demands and pressures of a "do more with less" type of environment; they also respond more resourcefully to major changes and challenges.

Solution Description

HOW do we build
an AUTONOMOUS Workforce?

Autonomous management has been attempted in many countries, industries and businesses, but success does not come easy. Autonomous management requires excellent and established processes and procedures as well as an educated, skilled, appropriately rewarded and mature workforce.
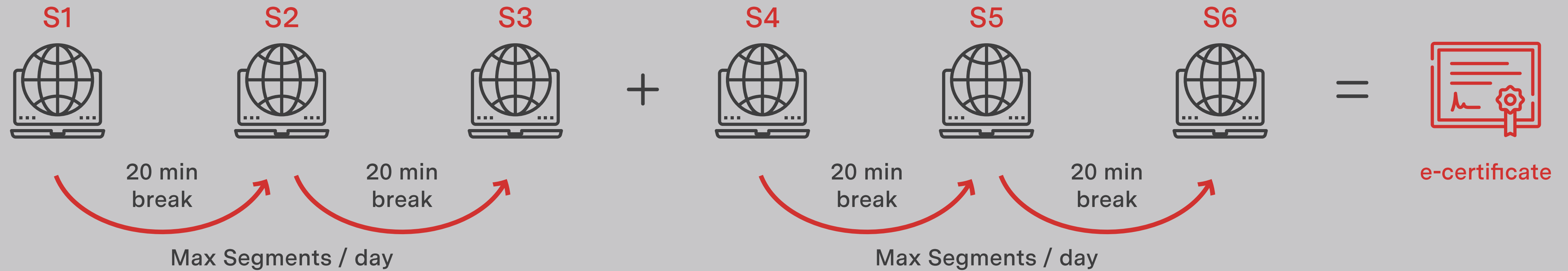
Organisational culture is critical to any successful business; Autonomous management is no different. Whether your goal is to increase employee motivation, engagement, or morale, one of the most effective actions you can take is to give employees more autonomy.

Ideally, it will be more effective if you encourage autonomy at all levels within your organisation, from operational to strategic level. This means, giving both managers and staff more room to make decisions, to think for themselves, to "own" their jobs.

Teamwork and cross training are key ingredients in fostering a culture of autonomy, together with an understanding of the changing business environment, being able to proactively make decisions and creatively solve problems. The most valuable asset of a business is its employees and as such, autonomous management hinges on getting buy-in from your subordinates that in turn enables you to influence others across the board.

How We Do It?

Duration and Schedule - a total of 6-12 Interactive Digital Segments of 90 min each

S1   S2   S3   +   S4   S5   S6   =

20 min break   20 min break   20 min break   20 min break

e-certificate

Max Segments / day   Max Segments / day

Learning Process

Macro Learning Intervention Options

1:1 &/Or Group Coaching

Self Driven Intense Reading

Social Learning
(Digital Passports and
Learning Partner Agreements)

Digital Practicum-
Assignments – ALP's

Micro Learning Intervention Options

LMS – Mobile App. Access to
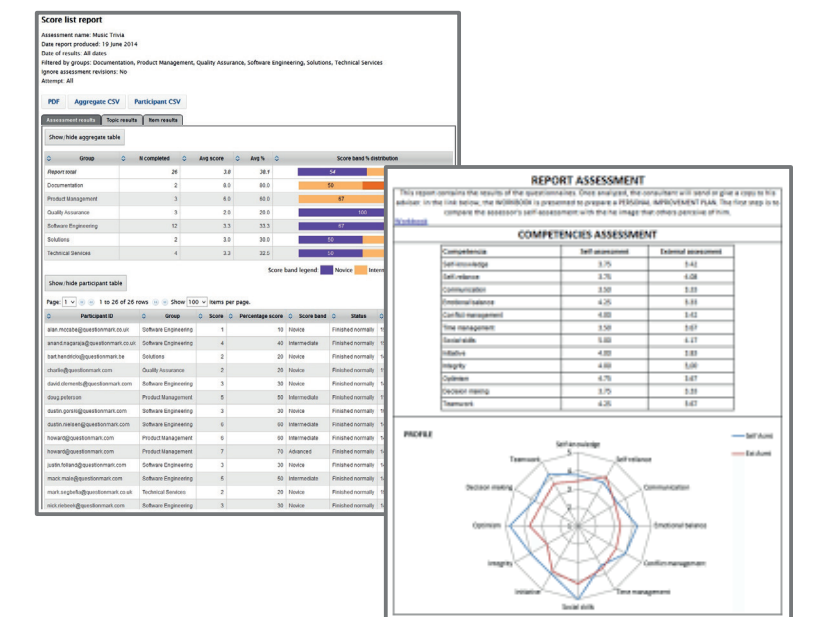Micro Content

Videos – Audio Learning Shots

Gamification and A.I.
Based Learning

Articles, Tips, Do's / Don'ts
Digital Cards

Recommended Assessment

Victim Cycle Self-Examination

Module 1: Organization Dynamics & Autonomous Behaviours

The key challenges of businesses today. Why do we need to be autonomous and accountable?

Behavioural challenges that delegates face in reaching the organisations performance targets.

How autonomous delegates respond to these challenges? What is autonomy? What behaviours demonstrate autonomy?

What skills are required to become an autonomous delegate?

Module 2: Master Personal Goals, Priorities & Self-Motivation

Personal mastery as a key component in becoming an autonomous delegate.

Setting goals; aligning personal goals with organisational goals.

Energize yourself and manage resources (internal and external) to augment team collaboration in a standard and digital work environment.

Managing time to enhance daily productivity.

For Delegates

This programme is designed for the front-line delegates and professional staff and supervisors. They will be living the autonomous behaviours which are accountability, resourcefulness, proactive problem solving and being results driven. Your people will be highly engaged, focused, confident and resourceful. They will be able to respond to challenges and think for themselves. They will also be practicing and building the skills to demonstrate these behaviours as follows:

- Set goals and align personal goals with the organisational ones whilst prioritising them.
- Challenge problems by being a proactive thinker and generate the creative solutions to overcome the problems of achieving your personal and organisation goals.
- Go through the decision-making process flow.
- They will become sharp and capable decision makers when it comes to day-to-day tasks, withstanding the consequences of good and bad decision making.
- Build influencing skills in relation to various stakeholders to make sure your decisions are implemented in a measurable way.

Module 3: Proactive Decision-Making & Achieving Results

Understand the essential framework for making decisions on a daily basis to elevate customer experience (internal / external).

Experience in making decisions in a fast-paced business environment and be accountable for the outcomes.

Understand the impact of personal styles on the way decisions are made, communicated and implemented.

Be responsible for the implementation of decisions made, thus having ownership of the related consequences
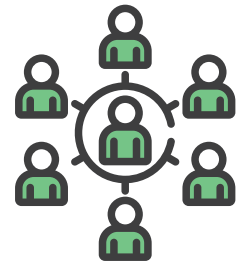
Module 4: Creative Thinkers & Proactive Problem Solving

Defining a problem or challenge that hinders business performance.

Differentiating between various types of problems and challenges.

Learning a wide range of creative problem-solving methodologies and techniques.

Understand the process of creative thinking and how to generate innovative solutions for solving problems in unwanted situations.

For Managers

This programme broadly targets managers regardless of their level or functional background (line, middle or senior managers). They will benefit from grasping the autonomous behaviours that should be displayed by themselves and their subordinates, such as accountability, influencing, resilience, striving to achieve and creating space for colleagues to learn. Your managers will grow and learn how to develop a culture of cross-training, delegating and motivating their teams. In essence they will create a culture of cooperative teamwork, that will assist them experience, practice and build skills to help develop behaviours such as:

- Show the can-do-spirit and take the hard calls to improve performance and results.
- Manage and handle the decision-making processes within their sphere of influence.
- Proactively think how to solve problems.
- Delegate tasks related to your decisions to various stakeholders to achieve the optimum results.
- Understand the difference between responsibility and accountability.
- Use sharp communication and influencing strategies that impact and boost the level of execution.

Module 1: Organisational Dynamics in a Changing Environment & Autonomous Behaviours

The key managerial challenges of businesses today. Why do you need to be an autonomous, organised manager in a fast-paced and ever-changing business environment?

Behavioural challenges that managers face that affect the achievement of the organisations performance.

How autonomous managers respond to these challenges?

What are the skills required to become an autonomous manager?

Module 2: Proactive Decision-Making & Delegating for Achieving Results

Understand the framework for making systematic decisions in order to drive results through the various stakeholders.

The accountable and responsible manager.

Understand the impact of personal styles of decision-making, communication and implementation.

Apply the RACI model to ensure that decisions made are disseminated appropriately to the various stakeholders.

Delegating, empowering and allowing stakeholders to feel the responsibility for the allocated decisions and tasks.

Module 3: Creative Thinkers & Proactive Problem Solving

Defining a problem, challenge or an issue that hinders business performance within your sphere of influence.

Assessing the nature of the problem you are trying to solve and its organisational context.

Understand the process of creative thinking and how to generate innovative solutions for solving problems.

Module 4: Choosing your Basic Influencing Strategy to Communicate & Implement your Decision

The commonly used influencing strategies (Build vs. Push).

The basis for choosing your influencing strategy. Benefits and pitfalls of using the build approach versus a direct approach.

When to combine the two approaches for desired outcomes.

Managing and motivating your team along the execution journey.

Module 1: Organization Dynamics & Autonomous Behaviours

The key challenges of businesses today. Why do we need to be autonomous and accountable?

Behavioural challenges that delegates face in reaching the organisations performance targets.

How autonomous delegates respond to these challenges? What is autonomy? What behaviours demonstrate autonomy?

What skills are required to become an autonomous delegate?

Module 2: Master Personal Goals, Priorities & Self-Motivation

Personal mastery as a key component in becoming an autonomous delegate.

Setting goals; aligning personal goals with organisational goals.

Energize yourself and manage resources (internal and external) to augment team collaboration in a standard and digital work environment.

Managing time to enhance daily productivity.

Module 3: Proactive Decision-Making & Achieving Results

Understand the essential framework for making decisions on a daily basis to elevate customer experience (internal / external).

Experience in making decisions in a fast-paced business environment and be accountable for the outcomes.

Understand the impact of personal styles on the way decisions are made, communicated and implemented.

Be responsible for the implementation of decisions made, thus having ownership of the related consequences.
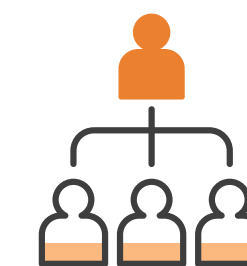
Module 4: Creative Thinkers & Proactive Problem Solving

Defining a problem or challenge that hinders business performance.

Differentiating between various types of problems and challenges.

Learning a wide range of creative problem-solving methodologies and techniques.

Understand the process of creative thinking and how to generate innovative solutions for solving problems in unwanted situations.

For Executives

This programme targets senior executives of the organisation and pays ample focus to their role in developing the culture of autonomy. Executives will be taken through a thought-provoking learning experience that will shape the anticipated autonomous behaviours like accountability, responsibility, emotional and rational influence, creativity, results driven, and learning by doing. Your highly valued executives will learn how to develop a learning culture, be mission and value driven and will empower their people to enhance performance. In reality the executives will experience, practice and build skills to help them develop and exhibit these behaviours in themselves and their organisations:

- Proactive thinking and problem solving. Handling complex situations to improve organisational goals.
- Manage and handle the decision-making process across the organisation.
- Develop a culture of ownership, autonomy and empowerment of people at all levels.
- Managing and handling the implementation of decisions down the organisation.
- Mapping stakeholders and managing the various interests of people.
- Inspiring people to take ownership of mobilising their team members and efforts collectively to achieve the company results.

References

Goal Setting: How To Create An Action Plan & Achieve Your Goals Susan B. WILSON, Michael S. DOBSON 2008

Goals & Goal Setting: Achieving Measured Objectives Larrie Rouillard 2003

Decision Making & Problem-Solving Strategies John Adair - 2010 - Edward de Bono's 6 Thinking Hats

Http://www.mindtools.com/pages/article/newTED_07.htm

The Simplex Tool - Http://www.mindtools.com/pages/article/newCT_10.htm

The Tows Matrix - Http://www.mindtools.com/pages/article/newSTR_89.htm

Value Chain Analysis - Http://www.mindtools.com/pages/article/newTMC_10.htm

Porter's Five Forces - Http://www.mindtools.com/pages/article/newTMC_08.htm

Visionary Leadership: A Proven Pathway To Visionary Change William A. Ihlenfeldt, Ph.D. 2011

Energy & Well-Being Pocketbook Gillian Burn 2004

Accountability: Taking Ownership Of Your Responsibility CCL, Center for Creative Leadership (CCL), Henry Browning 2012

The Motivation To Work By Frederick Herzberg, Bernard Mausner, Barbara Bloch Snyderman 1993

Intrinsic Motivation At Work: What Really Drives Employee Engagement Kenneth W Thomas 2009

Motivational Management: Inspiring Your People For Maximum Performance By Alexander Hiam 2003

151 Quick Ideas To Inspire Your Staff By Jerry Wilson 2008

Business Ethics: A Stakeholder & Issues Management Approach By Joseph W. Weiss 2008

Essentials Of Management By Harold Koontz, Heinz Weihrich 2006

How To Win Friends & Influence People By Dale Carnegie 1998

Developing Your Influencing Skills By Deborah Dalley, Lois Burton 2010

How To Persuade & Influence People By Philip Hesketh 2010

Quick Guide To The 16 Personality Types & Teams: Applying Team Essentials By Linda V. Berens, Linda K. Ernst, Melissa A. Smith 2004

The Oz Principle - Getting Results Through Individual & Organizational Accountability By Roger Connors, Tom Smith, Craig Hickman 2010

ttm.
Digital experience. Humanised

HBDI® Certified Herrmann Brain Dominance Instrument®

BARRETT VALUES CENTRE

United Kingdom • France
Belgium • Cyprus
Saudi Arabia • United Arab Emirates

info@ttmassociates.com
www.ttmassociates.com