

# How providing development opportunities can better prepare your emerging talent

Skills for Care asked aspiring managers how their own informal development opportunities have better prepared them for progressing into a care manager role.

<p><b>Be clear when delegating tasks.</b></p>	<p>“The main thing that I learnt is it’s important to be clear and thorough and explain things in great detail. Don’t rush things as it’s easy to forget important information.”</p> <p><b>What can help:</b> <a href="#">Develop others</a>, <a href="#">Lead a project</a>, <a href="#">Lead a management task</a>.</p>
<p><b>Develop your leadership style.</b></p>	<p>“I feel I need to develop a more style of leadership in order to help the staff member improve. This requires identifying the skills that they do have and help them improve on these skills.”</p> <p><b>What can help:</b> <a href="#">Shadowing</a>, <a href="#">Mentoring</a>.</p>
<p><b>Strengthen your presentation skills.</b></p>	<p>“Speaking to a large group of people has made me think about how my interpersonal skills and how my confidence when needs to be improved speaking to large audiences.”</p> <p><b>What can help:</b> <a href="#">Develop others</a>, <a href="#">Lead a project</a>, <a href="#">Chairing</a>.</p>
<p><b>Be prepared when leading teams.</b></p>	<p>I lead a session on one of our team’s away day. I found it a very good experience. However, the team often went off topic and I didn’t always feel very confident bringing it back.</p> <p><b>What can help:</b> <a href="#">Chairing</a>.</p>
<p><b>Build your confidence before leading a management task.</b></p>	<p>“I would like to have improved my confidence in the first disciplinary meeting I managed. Because of my confidence the member of staff may not have understood fully.”</p> <p><b>What can help:</b> <a href="#">Shadowing</a>.</p>
<p><b>Be better prepared for taking on a management role.</b></p>	<p>“I could have prepared myself for this team leader role by shadowing other team leaders more often. If I’d have done that, I would feel even more confident and more cognizant about the role.”</p> <p>“I have learnt that by being active in roles is the best work experience for any job, as being hands-on you learn truly with each task.”</p> <p>“Working in every office position along the way gave me the skills to ensure paperwork is completed correctly.”</p>

	<p>“I have learnt that it’s helpful to take time to reflect on a situation where possible. Had I reacted immediately, I may have done so without a balanced overview of what was happening within the workplace.”</p> <p>“I have had the opportunity to see and reflect on some of the challenges that registered managers have to deal with.”</p> <p><b>What can help:</b> Shadowing, Mentoring.</p>
<p><b>Make connections with services you can learn from.</b></p>	<p>“I don’t feel I learnt anything valuable from visiting the other service. Overall it felt quite stressful and messy.”</p> <p><b>What can help:</b> Visiting a service, networking</p>
<p><b>Understand what planning is required to manage a service.</b></p>	<p>“My manager went on holiday and I was asked to oversee the day-to-day running of the company. This helped me improve my knowledge of planning ahead and forward-thinking. It gave me a better understanding of what’s needed when organising shifts and staff.”</p> <p><b>What can help:</b> Lead a management task.</p>
<p><b>Learn how to engage and work with others outside of your service.</b></p>	<p>“Networking is an important forum for forging, establishing and maintaining links that could, and is likely to be, beneficial. Learning and application is ultimately likely to improve personal confidence, personal growth and personal and professional development.”</p> <p><b>What can help:</b> Networking, Champion.</p>

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