

# LPM WSQ : Support Your Team Creatively (SF)

Participants will be awarded the **Statement of Attainment** for  
**RET-LPM-3002-1.1 Vision Leadership**  
upon successful completion of the course.

## Course Objective

The workings of a team are like an orchestra. Each player has different skills – playing a trumpet, drum or clarinet or some other instrument to create music and harmony. Ultimately, the leader has to lead all members to play to the same tune. This course empowers supervisors, assistant managers and team leaders with the skills to engage, support and lead their teams to ‘play to the same tune’ to achieve objectives and implement business plans.

## Target Audience

Supervisors, Assistant Managers and Team Leaders

## Course Outline

- Role of the team leader in laying foundation for team to grow and succeed
- Communicating clear goals, plans and priorities
- Leading and facilitating team activities and planning
- Engaging the team’s creativity in planning and solving day to day problems
- Coaching individuals for higher performance
- Delegating tasks effectively
- Facilitating positive interactions and building support within the team

## Methodology

Experiential Learning in classroom involving facilitation, guided discussions, small group activities, reflection and sharing among learners.

## Trainer Profile

Yvonne Anjelina is a Certified Industry Trainer and holds a degree in Communications. Having been in the managerial role for several years and now running her very own consultancy and training institution, has given Yvonne an evolved understanding of the intricacies of what makes a respected and sought-after leader. Her practical acumens as well as her engaging and encouraging teaching style motivate learners to think on their feet and stretch their minds to explore valuable concepts and ideas.

Please refer to SNEF website for available dates.

Duration : 2 days, 9am to 6pm (16 hours)

Course Venue : SNEF Corporate Learning Centre @ Tanglin

**Register online at SNEF website [www.snef.org.sg](http://www.snef.org.sg)**

Click on ‘Training’ and Course Category ‘**Leadership**’

- ❖ **50% Course Fee Subsidy (SC aged ≤ 39/ SPR/ LTVP+ Holders)**
- ❖ **70% Course Fee Subsidy (SC aged ≥ 40/ SMEs)**
- ❖ **Absentee Payroll (AP)  
\$4.50 per hour, capped at \$100,000 per enterprise per calendar year**

SME	NON-SME	SELF-SPONSORED	Full Course Fee	Training Grant	Amount Payable
- All SC, SPR & LTVP+	→	→	\$428.00	-\$280.00	= <b>\$148.00</b>
⊗	- SC aged ≥ 40	→	\$428.00	-\$200.00	= <b>\$228.00</b>
⊗	- SC aged ≤ 39	→	\$428.00	-\$200.00	= <b>\$228.00</b>
⊗	- All SPR	→	\$428.00	-\$200.00	= <b>\$228.00</b>
⊗	- LTVP+	→	\$428.00	-\$200.00	= <b>\$228.00</b>

All prices stated are inclusive of 7% GST

**SC** : Singapore Citizen

**SPR** : Singapore Permanent Resident

**LTVP+** : Long Term Visit Pass Plus Holders

⊗ : Not Applicable

**SMEs** : Defined as companies with:

(i) at least 30% local shareholding; AND

(ii) Group annual sales turnover of not more than \$100 million OR Group employment size of not more than 200 employees.

## Funding Eligibility

In order to enjoy the funding, participants need to fulfill the following requirements:

1. Singapore Citizens, Singapore Permanent Residents (SPR) or Long Term Visit Pass Plus (LTVP+) Holders
2. Attain at least 75% course attendance
3. Successfully complete assessment & certified as competent
4. Have not enjoyed funding for the same course before. **Note: This course is equivalent to Lead Team to Develop Operational Plan (LPM-VIS-301C-0).**
5. For company-sponsored participants, training is fully sponsored by companies, which are registered or incorporated in Singapore
6. Sponsoring company is the direct employer who is contributing CPF for the registered Singapore Citizens or Singapore Permanent Residents (SPRs) participant

For training conducted outside working hours, AP funding is given to the employers to defray the overtime pay that was paid to their employees. Hence to qualify for AP funding, employers must have in place a Human Resource (HR) policy which provides for the payment of overtime pay to employees for these training hours and pay their employees overtime pay for these hours, in accordance with the HR policy.

## Enquiries:

Jackie Tan DID: 6827 6917 / Training hotline: 6827 6927

Email: [jackie\\_tan@snef.org.sg](mailto:jackie_tan@snef.org.sg) / [trg@snef.org.sg](mailto:trg@snef.org.sg)