

Postgraduate Certificate

Leadership and Management Skills



Postgraduate Certificate Leadership and Management Skills

- » Modality: online
- » Duration: 6 weeks
- » Certificate: TECH Technological University
- » Dedication: 16h/week
- » Schedule: at your own pace
- » Target Group: university graduates who have previously completed any of the degrees in the field of Business and Economic Sciences

Website: www.techtitute.com/us/school-of-business/postgraduate-certificate/leadership-management-skills

Index

01

Welcome

p. 4

02

Why Study at TECH?

p. 6

03

Why Our Program?

p. 10

04

Objectives

p. 14

05

Structure and Content

p. 18

06

Methodology

p. 24

07

Our Students' Profiles

p. 32

08

Impact on Your Career

p. 36

09

Benefits for Your Company

p. 40

10

Certificate

p. 44

01 Welcome

Any professional who aspires to efficiently manage an organization, regardless of the sector in which it operates, must master a series of fundamental Leadership and Management Skills. Their capacity for leadership, communication, negotiation and, if necessary, sales, must stand out in their resume, which is why knowledge of the most effective and innovative strategies in this field becomes an essential requirement to enhance their professional profile. For this, they can count on this intensive and very complete program designed by experts in the business sector with years of experience in project and department management. Through 150 hours of the best theoretical, practical and additional content, the graduate will be able to improve their talent management, change and conflict resolution skills, implementing the most effective and beneficial communicative and organizational techniques for the optimal development of the team and the organization.



Postgraduate Certificate in Leadership and Management Skills.
TECH Technological University



“

An academic experience that will mark a before and after in your career, elevating your managerial talent to the top of the business sector”

02

Why Study at TECH?

TECH is the world's largest 100% online business school. It is an elite business school, with a model based on the highest academic standards. A world-class centre for intensive managerial skills training.



“

TECH is a university at the forefront of technology, and puts all its resources at the student's disposal to help them achieve entrepreneurial success”

At TECH Technological University



Innovation

The university offers an online learning model that combines the latest educational technology with the most rigorous teaching methods. A unique method with the highest international recognition that will provide students with the keys to develop in a rapidly-evolving world, where innovation must be every entrepreneur's focus.

"Microsoft Europe Success Story", for integrating the innovative, interactive multi-video system.



The Highest Standards

Admissions criteria at TECH are not economic. Students don't need to make a large investment to study at this university. However, in order to obtain a qualification from TECH, the student's intelligence and ability will be tested to their limits. The institution's academic standards are exceptionally high...

95% | of TECH students successfully complete their studies



Networking

Professionals from countries all over the world attend TECH, allowing students to establish a large network of contacts that may prove useful to them in the future.

100,000+
executives trained each year

200+
different nationalities



Empowerment

Students will grow hand in hand with the best companies and highly regarded and influential professionals. TECH has developed strategic partnerships and a valuable network of contacts with major economic players in 7 continents.

500+ | collaborative agreements with leading companies



Talent

This program is a unique initiative to allow students to showcase their talent in the business world. An opportunity that will allow them to voice their concerns and share their business vision.

After completing this program, TECH helps students show the world their talent.



Multicultural Context

While studying at TECH, students will enjoy a unique experience. Study in a multicultural context. In a program with a global vision, through which students can learn about the operating methods in different parts of the world, and gather the latest information that best adapts to their business idea.

TECH students represent more than 200 different nationalities.

TECH strives for excellence and, to this end, boasts a series of characteristics that make this university unique:



Analysis

TECH explores the student's critical side, their ability to question things, their problem-solving skills, as well as their interpersonal skills.



Academic Excellence

TECH offers students the best online learning methodology. The university combines the Relearning methodology (the most internationally recognized postgraduate learning methodology) with Harvard Business School case studies. A complex balance of traditional and state-of-the-art methods, within the most demanding academic framework.



Economy of Scale

TECH is the world's largest online university. It currently boasts a portfolio of more than 10,000 university postgraduate programs. And in today's new economy, **volume + technology = a groundbreaking price**. This way, TECH ensures that studying is not as expensive for students as it would be at another university.



Learn with the best

In the classroom, TECH's teaching staff discuss how they have achieved success in their companies, working in a real, lively, and dynamic context. Teachers who are fully committed to offering a quality specialization that will allow students to advance in their career and stand out in the business world.

Teachers representing 20 different nationalities.



At TECH you will have access to Harvard Business School case studies"

03

Why Our Program?

Studying this TECH program means increasing the chances of achieving professional success in senior business management.

It is a challenge that demands effort and dedication, but it opens the door to a promising future. Students will learn from the best teaching staff and with the most flexible and innovative educational methodology.



“

We have highly qualified teachers and the most complete syllabus on the market, which allows us to offer you training of the highest academic level”

This program will provide students with a multitude of professional and personal advantages, particularly the following:

01

A significant career boost

By studying at TECH, students will be able to take control of their future and develop their full potential. By completing this program, students will acquire the skills required to make a positive change in their career in a short period of time.

70% of participants achieve positive career development in less than 2 years.

02

Develop a strategic and global vision of companies

TECH offers an in-depth overview of general management to understand how each decision affects each of the company's different functional areas.

Our global vision of companies will improve your strategic vision.

03

Consolidate the student's senior management skills

Studying at TECH means opening the doors to a wide range of professional opportunities for students to position themselves as senior executives, with a broad vision of the international environment.

You will work on more than 100 real senior management cases.

04

Take on new responsibilities

The program will cover the latest trends, advances and strategies, so that students can carry out their professional work in a changing environment.

45% of graduates are promoted internally.

05

Access to a powerful network of contacts

TECH connects its students to maximize opportunities. Students with the same concerns and desire to grow. Therefore, partnerships, customers or suppliers can be shared.

You will find a network of contacts that will be instrumental for professional development.

06

Thoroughly develop business projects

Students will acquire a deep strategic vision that will help them develop their own project, taking into account the different areas in companies.

20% of our students develop their own business idea.

07

Improve soft skills and management skills

TECH helps students apply and develop the knowledge they have acquired, while improving their interpersonal skills in order to become leaders who make a difference.

Improve your communication and leadership skills and enhance your career.

08

Be part of an exclusive community

Students will be part of a community of elite executives, large companies, renowned institutions, and qualified professors from the most prestigious universities in the world: the TECH Technological University community.

We give you the opportunity to train with a team of world renowned teachers.

04 Objectives

Having an efficient, respectful and decisive managerial figure has become one of the top priorities for companies when it comes to building their workforces. That is why the objective of this Postgraduate Certificate is to provide the graduate with the knowledge that will enable them to develop in this field in just 150 hours of education. For this purpose, it will provide them with the latest and most detailed information that will allow them to delve into the best strategies to improve their communication and Leadership and Management Skills, shaping them as a leader prepared and adapted to the most demanding current labor demand.



“

If you are looking for a program that will allow you to develop your managerial and leadership talent, this Postgraduate Certificate will exceed all your expectations”

**TECH makes the goals of their students their own goals too
Working together to achieve them**

This **Postgraduate Certificate in Leadership and Management Skills** enables students to:

01

Develop the skills that constitute the profile of a competent manager

02

Understand the capabilities and competencies of a strategic leader who manages media and tools





03

Develop the talent and leadership necessary to obtain better results in the development of their functions

05

Structure and Content

TECH and its team of teaching experts have designed the structure and content of this Postgraduate Certificate following the guidelines of a group of experts in business management. Based on this and the use of the prestigious and effective Relearning methodology, they have created a dynamic, comprehensive and intensive program that will provide the graduate with everything they need to know to become a leader distinguished by their professional and human quality. In addition, its convenient 100% online format will allow them to follow the program's course from wherever they want and with a schedule fully adapted to their time and space availability.



“

A Postgraduate Certificate that will allow you to implement to your profile the most innovative and effective coaching and team management strategies that will make your work meetings the best”

Syllabus

The syllabus of this Postgraduate Certificate in Leadership and Management Skills has been developed by a team of experts in the business sector with a broad and extensive professional experience in the leadership of teams and departments. Thanks to this, it has been possible to create a dynamic, comprehensive and, above all, effective program, which the graduate will be able to take advantage of to implement the most innovative and effective strategies to achieve efficient and productive management.

It is a 6-week program that includes 150 hours of the best theoretical, practical and additional content. Based on this, it is possible to offer a multidisciplinary academic experience adapted to the demands of your students, allowing you to customize each section based on their interests.

Graduates will also work on improving their talent management, change management and conflict resolution skills, as well as their professional competencies for comprehensive strategic and interpersonal communication. All of this can be included in their resume, which will serve to distinguish them from their peers and demonstrate that they are indeed prepared to take on the leadership of a large project with ample guarantees of future success.

This Postgraduate Certificate is developed over 6 weeks and is divided into 1 module:

Module 1

Professional Skills



Where, When and How is it Taught?

TECH offers you the opportunity to study this Postgraduate Certificate in Leadership and Management Skills completely online. Throughout the 6 weeks of the program, the students will be able to access all the contents of this program at any time, which will allow the students to distribute their study time.

A unique educational experience, key and decisive to boost your professional development and make the definitive leap.

Module 1. Professional Skills

1.1. People in Organizations

- 1.1.1. Quality of Work Life and Psychological Well-Being
- 1.1.2. Work Teams and Meeting Management
- 1.1.3. Coaching and Team Management
- 1.1.4. Managing Equality and Diversity

1.2. Talent Management

- 1.2.1. The Concept of Talent Management
- 1.2.2. Functions and Processes in Talent Management
- 1.2.3. Talent Management Techniques
- 1.2.4. Trends in Talent Management

1.3. Management and Leadership Development

- 1.3.1. Concept of Management Development
- 1.3.2. Concept of Leadership
- 1.3.3. Leadership Theories
- 1.3.4. Leadership Styles
- 1.3.5. Intelligence in Leadership
- 1.3.6. The Challenges of Today's Leader

1.4. Change Management

- 1.4.1. Change Management Concept
- 1.4.2. Change Management Process
- 1.4.3. Implementation of Change The Kotter Model

1.5. Strategic Communication

- 1.5.1. Interpersonal Communication
- 1.5.2. Communication Skills and Influence
- 1.5.3. Internal Communication and Communication Plan
- 1.5.4. Barriers to Business Communication

1.6. Negotiation and Conflict Management

- 1.6.1. Effective Negotiation Techniques
- 1.6.2. Interpersonal Conflicts
- 1.6.3. Intercultural Negotiation



Focusing on the practice of your communication skills will allow you to develop comprehensive strategies to break down potential barriers to business communication”



07

Methodology

This academic program offers students a different way of learning. Our methodology uses a cyclical learning approach: **Relearning**.

This teaching system is used, for example, in the most prestigious medical schools in the world, and major publications such as the **New England Journal of Medicine** have considered it to be one of the most effective.





“

Discover Relearning, a system that abandons conventional linear learning, to take you through cyclical teaching systems: a way of learning that has proven to be extremely effective, especially in subjects that require memorization"

TECH Business School uses the Case Study to contextualize all content

Our program offers a revolutionary approach to developing skills and knowledge. Our goal is to strengthen skills in a changing, competitive, and highly demanding environment.

“

At TECH, you will experience a learning methodology that is shaking the foundations of traditional universities around the world”



This program prepares you to face business challenges in uncertain environments and achieve business success.



Our program prepares you to face new challenges in uncertain environments and achieve success in your career.

A learning method that is different and innovative

This TECH program is an intensive educational program, created from scratch to present executives with challenges and business decisions at the highest level, whether at the national or international level. This methodology promotes personal and professional growth, representing a significant step towards success. The case method, a technique that lays the foundation for this content, ensures that the most current economic, social and business reality is taken into account.

“

You will learn, through collaborative activities and real cases, how to solve complex situations in real business environments”

The case method has been the most widely used learning system among the world's leading business schools for as long as they have existed. The case method was developed in 1912 so that law students would not only learn the law based on theoretical content. It consisted of presenting students with real-life, complex situations for them to make informed decisions and value judgments on how to resolve them. In 1924, Harvard adopted it as a standard teaching method.

What should a professional do in a given situation? This is the question we face in the case method, an action-oriented learning method. Throughout the program, the studies will be presented with multiple real cases. They must integrate all their knowledge, research, argue and defend their ideas and decisions.

Relearning Methodology

TECH effectively combines the Case Study methodology with a 100% online learning system based on repetition, which combines different teaching elements in each lesson.

We enhance the Case Study with the best 100% online teaching method: Relearning.

Our online system will allow you to organize your time and learning pace, adapting it to your schedule. You will be able to access the contents from any device with an internet connection.

At TECH you will learn using a cutting-edge methodology designed to train the executives of the future. This method, at the forefront of international teaching, is called Relearning.

Our online business school is the only one in the world licensed to incorporate this successful method. In 2019, we managed to improve our students' overall satisfaction levels (teaching quality, quality of materials, course structure, objectives...) based on the best online university indicators.



In our program, learning is not a linear process, but rather a spiral (learn, unlearn, forget, and re-learn). Therefore, we combine each of these elements concentrically.

With this methodology we have trained more than 650,000 university graduates with unprecedented success in fields as diverse as biochemistry, genetics, surgery, international law, Leadership and Management Skills, sports science, philosophy, law, engineering, journalism, history, markets, and financial instruments. All this in a highly demanding environment, where the students have a strong socio-economic profile and an average age of 43.5 years.

Relearning will allow you to learn with less effort and better performance, involving you more in your specialization, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation to success.

From the latest scientific evidence in the field of neuroscience, not only do we know how to organize information, ideas, images and memories, but we know that the place and context where we have learned something is fundamental for us to be able to remember it and store it in the hippocampus, to retain it in our long-term memory.

In this way, and in what is called neurocognitive context-dependent e-learning, the different elements in our program are connected to the context where the individual carries out their professional activity.



This program offers the best educational material, prepared with professionals in mind:



Study Material

All teaching material is produced by the specialists who teach the course, specifically for the course, so that the teaching content is highly specific and precise.

These contents are then applied to the audiovisual format, to create the TECH online working method. All this, with the latest techniques that offer high quality pieces in each and every one of the materials that are made available to the student.



Classes

There is scientific evidence suggesting that observing third-party experts can be useful.

Learning from an Expert strengthens knowledge and memory, and generates confidence in future difficult decisions.



Leadership and Management Skills Exercises

They will carry out activities to develop specific executive competencies in each thematic area. Practices and dynamics to acquire and develop the skills and abilities that a high-level manager needs to develop in the context of the globalization we live in.



Additional Reading

Recent articles, consensus documents and international guidelines, among others. In TECH's virtual library, students will have access to everything they need to complete their course.





Case Studies

Students will complete a selection of the best case studies chosen specifically for this program. Cases that are presented, analyzed, and supervised by the best senior management specialists in the world.



Interactive Summaries

The TECH team presents the contents attractively and dynamically in multimedia lessons that include audio, videos, images, diagrams, and concept maps in order to reinforce knowledge.

This exclusive educational system for presenting multimedia content was awarded by Microsoft as a "European Success Story".



Testing & Retesting

We periodically evaluate and re-evaluate students' knowledge throughout the program, through assessment and self-assessment activities and exercises, so that they can see how they are achieving their goals.



07

Our Students' Profiles

This Postgraduate Certificate is aimed at university graduates and graduates who have previously completed any of the following degrees in the field of economics, business and finances. It also offers tools to understand and be able to manage projects and departments with ease.

The diversity of participants with different academic profiles and from multiple nationalities makes up the multidisciplinary approach of this program.

Professionals who, being university graduates in any area, have 2 years of work experience in the business activity, may also take the Postgraduate Certificate.





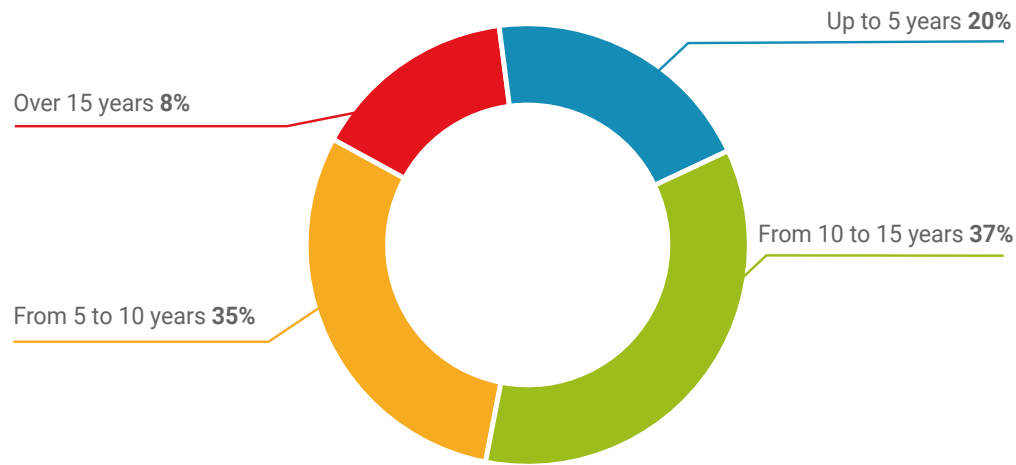
“

A program designed to enable you to understand and become proficient in project and team management”

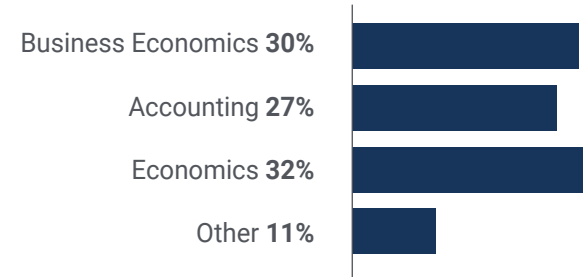
Average Age

Between **35** and **45** years old

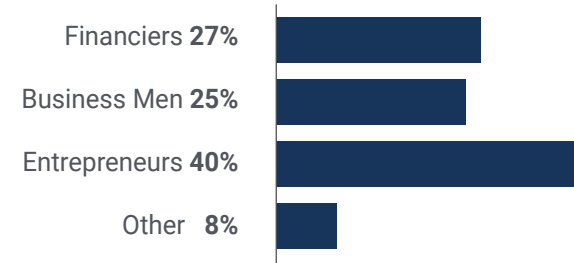
Years of Experience



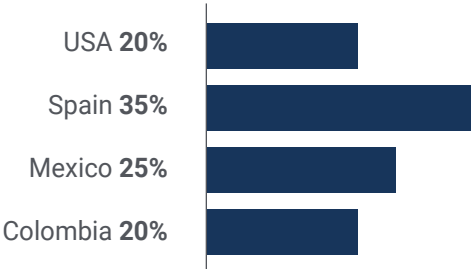
Training



Educational Profile



Geographical Distribution



Rodrigo Fuentes

Chief Executive Officer

"If you are looking for a program with which to perfect your professional skills in business management, this one offered by TECH is ideal for you. Thanks to the thoroughness and dynamism of its content, I have been able to implement the most innovative and, above all, effective development and leadership strategies in my practice, which have helped me to achieve the promotion I had been pursuing for some time. Now I have become one of the top managers of the entity I had been a part of for years, and it has all been thanks to this university"

08

Impact on Your Career

The course of this program will provide the graduate's professional career with a distinctive plus that will make them stand out in any personnel selection process, in addition to increasing their chances of promotion in the company of which they form part. This will be based on their mastery of Leadership and Management Skills, based on the most innovative, effective and, above all, respectful strategies for change, talent and conflict management.





“

Enroll in a program like this one, which guarantees the acquisition of the professional skills demanded by today's labor market”

Are you ready to take the leap?

Excellent professional development awaits you.

TECH's Postgraduate Certificate in Leadership and Management Skills is an intensive program that prepares you to face challenges and business decisions in the environment of the organization you are part of. The main objective is to promote your personal and professional growth. Helping you achieve success.

If you want to improve yourself, make a positive change at a professional level and interact with the best, this is the place for you"

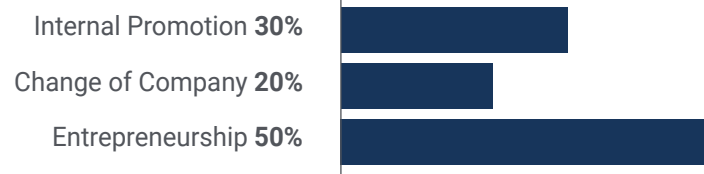
The bonus your career needs to achieve the salary increase you crave.

Working on perfecting your negotiation and conflict Leadership and Management Skills will make you a distinctive and competent manager.

Time of Change



Type of Change



Salary increase

The completion of this program represents a salary increase of more than **25.3%** for our students.



10

Benefits for Your Company

The Executive Master's Degree in Financial Mathematics contributes to raising the talent of the economic organization to its maximum potential through the instruction of high-level businessmen and financiers.

By studying in this Executive Master's Degree, students will find a unique opportunity to develop their knowledge through a teaching that adapts to them and their needs in a digital way, escaping from orthodox programs that do not focus on daily work practice.



“

The entrepreneur who is up to date will contribute new concepts, strategies and perspectives to the company that can bring about essential changes in the organization”

Developing and retaining talent in companies is the best long-term investment.

01

Intellectual Capital and Talent Growth

The specialist who is qualified in the subject will be able to adapt the new concepts acquired to strategies and perspectives that can bring relevant changes in the organism.

02

Retaining high-potential executives to avoid talent drain

This program strengthens the link between the company and the professional and opens new avenues for professional growth within the company, so that senior managers do not have to resort to experiences outside the country.

03

Implementation of Effective Strategies and Techniques

The economic professional will be able to make decisions more easily taking into account the national and international environment and the scenario in which the business will develop, obtaining better results.

04

Increased Intervention Possibilities

Thanks to this program, the financial specialist will be able to intervene in other fields of action, such as economic policy and bilateral relations.



05

Project Development

The professional will not only become highly capable of working on an external project, but will be able to create a real organization or develop new projects in the field of R & D.

06

Increased competitiveness

This Executive Master's Degree will equip students with the skills to take on new challenges and drive the organization forward.

10 Certificate

The Postgraduate Certificate in Leadership and Management Skills guarantees students, in addition to the most rigorous and up-to-date education, access to an Executive Master's Degree issued by TECH Technological University.



“

Successfully complete this program and receive your university qualification without having to travel or fill out laborious paperwork”

This **Postgraduate Certificate in Leadership and Management Skills** contains the most complete and up-to-date program on the market.

After the student has passed the assessments, they will receive their corresponding **Postgraduate Certificate** issued by **TECH Technological University** via tracked delivery*.

The diploma issued by **TECH Technological University** will reflect the qualification obtained in the Postgraduate Certificate, and meets the requirements commonly demanded by labor exchanges, competitive examinations, and professional career evaluation committees.

Title: **Postgraduate Certificate in Leadership and Management Skills**

Official N° of Hours: **150 h.**



*Apostille Convention. In the event that the student wishes to have their paper diploma issued with an apostille, TECH EDUCATION will make the necessary arrangements to obtain it, at an additional cost.



Postgraduate Certificate Leadership and Management Skills

- » Modality: **online**
- » Duration: **6 weeks**
- » Certificate: **TECH Technological University**
- » Dedication: **16h/week**
- » Schedule: **at your own pace**

Postgraduate Certificate Leadership and Management Skills

