

LEADERSHIP SKILL DEVELOPMENT

HCM : 18-19-20/3/2026

HN : 23-24-25/3/2026

Are you focusing on developing leadership skill to ensure your team effectiveness?

✓ Do you believe that leadership is not a born gift but is generated through the process of continuously learning and practicing?

✓ Have you wondered why profound knowledge and great experience are just not enough to help you become a good leader? Do you know what you are lacking?

✓ As a team leader, do you know how to lead and encourage your team members in order to bring out the best of their capabilities and achieve team's objectives?



OBJECTIVE

- Understand roles and responsibilities of a leader as well as identify your leadership style
- Improve people management skills: work assignment & delegation skills, motivational skills, talent retaining skills, persuasive communication, etc.
- Build a cohesive and high-performance team with personal development skills and team building & management skills.



TARGET

- ☐ Staff ☒ First-line Manager ☒ Middle Manager ☐ Top Manager

3-DAY TRAINING

Enhance Leadership skills, lead the team to the success

1. Roles and responsibilities of a middle manager

- Differences between management and leadership: tasks and skills
- Required qualifications and skills for a middle manager
- Comprehensive management model for middle managers

2. Identification of leadership style & situational implementation leading to effective leadership and management

- Embrace the power to lead members effectively
- Develop situational Leadership
- The Skill Will Matrix to classify and evaluate employees

3. Effective work allocation, assignment and delegation

- Distinguish between work allocation, assignment and delegation
- Key principles for successful work assignment and delegation
- Levels of work assignment and delegation
- Process for effective work assignment and delegation

4. Staff development through teaching, training & coaching

- Differences between Coaching and other forms: Training – Teaching
- Necessary procedure of Coaching
- Characteristics and usage of Coaching models
- Coaching process

5. The art of motivating employees & retaining talent

- Clarify, categorize and find suitable methods to meet employees' needs
- Read employees' personalities and emotions to encourage and motivate employees
- Managers' possible actions to motivate employees
- Create an active, creative and inspiring working environment

6. Influential communication and relationship management skills

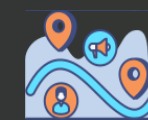
- Purposeful communication skills
- Implementation of DISC Model to classify & understand others' personalities
- Implementation of positive feedback, advice & behavior modification
- Persuasion and inspiration skills
- Successful relationship management and effective coordination with superiors, peers and other departments

7. Cohesive and high-performance team building

- Build a cohesive and high-performance team with GRIP Model
- Analyze and implement GRIP in work
- Implement The Three A's of Change (Aware - Accept - Adjust) to teamwork according to DISC
- Resolve conflicts in teamwork

8. Action plan to develop leadership skill

※The above content is subject to change without prior notices.



TRAINING TIME & VENUE

Ho Chi Minh 18-19-20/3/2026 (Wed - Thu - Fri)
Time: 8:30 ~ 16:30
Venue: T Floor, Nam Giao 1 Building,
261-263 Phan Xich Long, Ward 2, Phu Nhuan Dist.

Ha Noi 23-24-25/3/2026 (Mon - Tue - Wed)
Time: 8:30 ~ 16:30
Venue: 12F, Indochina Plaza Tower, 241 Xuan Thuy,
Dich Vong Hau Ward, Cau Giay Dist.



TRAINER

Ms. T. T. N. HANH

- Graduated Master of Business Administration (MBA) from Ho Chi Minh City University of Economics and Finance and Mini MBA from The Oxford Centre For Leadership – United Kingdom
- Certified Master Train The Trainer International from WISC – Ascendo Academy - Singapore
- 19-year experience working as managing director, executive management, consultant and trainer
- Expertise areas: Train, coach and consult on corporate management; internal training and human resource development program; leadership development; sales and customer service.



COURSE INFORMATION

[Language] Vietnamese
[Fee] 8,100,000 VNĐ/person (Lunch for 3 days incl., VAT excl.)
For company with 2 – 4 participants, training fee is discounted 5%; with 5 or more participants, discounted 10%.
(Applied separately for training in HCM and in HN)
[Method] We applied **offline training**
[Participant] HCM: 28 people – Ha Noi: 30 people
(First-come, first-served basis)
[Registration] Fill in the attached “Application form” and send to AIMNEXT via Email (training-vn@aimnext.com)



Head office in HCMC:

Address: T floor, Nam Giao Bldg. 1, 261-263 Phan Xich Long, Ward 2, Phu Nhuan Dist., HCMC
Tel : +84 (0) 28 3995 8290

Representative office in Hanoi:

Address: 12A Floor, Sao Mai Building, No.19 Le Van Luong St., Thanh Xuan Dist., Hanoi
Tel : +84 (0) 24 6685 0388
Mail: training-vn@aimnext.com

In charge Ms. Loan Anh (English, Vietnamese)
Mr. Nagayoshi Tasuku (Japanese)