

RSM! Recruitment

Thailand



Tips For
New Managers

Tips For New Managers

Are you a first time Manager and don't have advice, training or coaching to jump start you in your role?

If you've just been given your first job managing staff without advice, coaching or training of others, here are some tips for new managers to jump ahead of the learning curve to succeed in their new position:

- Don't try and be everyone's best friend, aim to be respected
- Don't stay isolated in the office, get out and get to know your people.
- Try to be yourself; don't radically change your behaviour just to fit into the management mould
- Be honest about what you know and don't know.
- Focus on doing the best job you can. (Yes, we know this sounds clichéd and easy!)
- Don't take all the credit where it's not due
- Don't pretend you know all the answers.
- Learn to delegate effectively.
- Practice active listening skills.
- Develop time-management skills.
- Be willing to listen to and value others' opinions.
- Treat everyone on various levels the same.
- If you have been elevated in your existing team, speak to team members to diffuse tension about your promotion.
- Be understanding towards others.
- Take time to gain solid understanding of the business and industry in which you are operating.
- Know how to motivate and lead employees and your team members.
- Continue your own personal training and development.
- Nobody's Perfect...don't expect everyone to be!