



INDIAN INSTITUTE OF BANKING & FINANCE

TRAINING PROGRAMME

ON

LEADERSHIP AND DEVELOPMENT OF SOFT SKILLS FOR BRANCH MANAGERS

(VIRTUAL)

From 7th & 8th February 2024 (Wednesday & Thursday)



Coordinated by:

Indian Institute of Banking & Finance,
Professional Development Centre, South Zone,
94, Jawaharlal Nehru Road
Vadapalani, Chennai - 600 026

Website: www.iibf.org.in

For Details & Nomination, please contact:

Individuals can also register for the program at their own cost

Mr. R Govindarajan
Head – PDC, South Zone, Chennai
Phone: +91- 44 - 23721429
Mobile: +91 9619160141
Email: head-pdcsz@iibf.org.in

Ms. Priya Maria A
Senior Executive, PDC-South Zone
Phone: +91- 44 -24722990
Mobile: +91 9566274128
Email: se.pdcsz1@iibf.org.in

BACKGROUND

During its 96 years of service, IIBF which is an "Institute of the Bankers, for the Bankers and by the Bankers", has emerged as a premier institute in banking and finance education. Considering the emerging requirements of the bankers in the ever changing dynamic environment, IIBF has been providing training to bankers in select areas. IIBF has world class training facilities at its Leadership Center, Mumbai. It also has three Professional Development Centres (PDCs) at Delhi, Chennai & Kolkata with residential facilities at Delhi to accommodate more than 50 participants at a time.

PURPOSE

The Banking Industry is undergoing a total transformation for the past few years and changes are bound to continue in future also in alignment with our country's requirements and needs. Indian Banks have played a vital role in country's economic development. However, in the past few years large experienced people have retired and young professionals have joined the Banking Industry.

The young banking professionals also assuming Branch leadership responsibilities at an early stage of their career and the mentors and trainers are thin on ground. They have to direct and lead a team to achieve their organisation goals in a time bound manner. As management guru Mr. Peter Drucker has mentioned "Leadership must be learned and can be learned". As leaders of an organisation, it is their responsibility to create a future for their organisation.

As a leader of a bank branch they have to lead a team of knowledge workers to achieve their mission. The leaders must know and understand those they wished to lead, and lead in a way followers could relate to. Becoming a leader means having the will to pursue a path that builds that competency and capacity. As Peter Drucker has said” Management is doing things right; Leadership is doing right things”.




The leadership is influencing people by providing purpose, direction, and motivation, while operating to accomplish the mission of the organisation. The most effective means of influencing people is through communication.

CONTENT OVERVIEW

- ✚ Understanding self
- ✚ Leading Self
- ✚ Attitude decides your Altitude
- ✚ Effective communication
- ✚ Interpersonal Relationship, Collaboration & Teamwork
- ✚ Understanding Leadership
- ✚ Work Life Balance
- ✚ Aligning individual, team and organizational goals for success

DURATION

7th & 8th February 2024 (2 days), from 10.00 AM to 5.00 PM.

| METHODOLOGY | TARGET GROUP | TRAINING PERIOD |
|--|--|------------------------------|
| Online classes delivering the sessions by  Lecture  Case Studies  Sharing of experiences by Subject Experts/ practicing Professionals. | Branch Managers/Heads of Departments in Regional/Zonal/Corporate Offices | Timings: 10.00 AM to 5.00 PM |

FEES

Rs.4000/- per participant plus GST @18% i.e. Rs.720/- aggregating to Rs. 4,720/-(In case of TDS deduction, please send us TDS certificate)

Programme fees may be remitted to the credit of Institute's account as given below:

- ✓ **Name of the Bank branch:** State Bank of India, Vidya Vihar(West), Mumbai.
- ✓ **Account no:** **37067835882** **IFSC code:** **SBIN0011710**
- ✓ **PAN No:** AAATT3309D and **GSTIN No.** 33AAATT3309D2ZY
(Kindly provide your GST Number in the nomination letter to facilitate raising of invoice)

For further details and nomination please contact:

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|--|---|
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Indian Institute of Banking & Finance

(ISO 9001:2015 Certified)

NOMINATION FORM FOR ORGANIZATION WHO NOMINATES THE PARTICIPANTS

Programme title: Programme on Leadership and Development of Soft Skills for Branch Managers

Date: 7th & 8th February'2024 (Wednesday & Thursday)

Programme Type: Virtual (Online) mode

Details of participant(s):

| Sl. No | Name | Designation | Branch/Office | Mobile No. and Land Line No. | E-mail (PERSONAL MAIL ID)* | E-mail (OFFICIAL MAIL ID)* |
|--------|------|-------------|---------------|------------------------------|-----------------------------|-----------------------------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |

***LOGIN DETAILS OF THE PROGRAM WILL BE SHARED ON PERSONAL E-MAIL ID OF PARTICIPANT.**

Bank/Organisation: _____

Address: _____

_____ **Pin Code:** _____

Phone: _____ **Fax:** _____ **E-mail:** _____ **Bank's GST no.** _____

UTR Details with Date of Remittance _____

Fee

Rs.4000/- per participant plus GST @18% i.e. Rs.720/- aggregating to Rs. 4,720/- (In case of TDS deduction, please send us TDS certificate)

Programme fees to be remitted to credit of Institute's account details as follows:

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- **Account no:** 37067835882 **IFSC code:** SBIN0011710
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Please send your nominations at the earliest to:

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NOMINATION FORM FOR SELF-SPONSORED CANDIDATES

Programme title: Programme on Leadership and Development of Soft Skills for Branch Managers

Date: 7th & 8th February'2024 (Wednesday & Thursday)

Programme Type: Virtual (Online) mode

Details of nominee(s):

| Sl. No | Name | Designation | Branch/Office | Mobile No. and Land Line No. | E-mail (PERSONAL MAIL ID)* | UTR NUMBER and DATE For FEES REMITTED |
|--------|------|-------------|---------------|------------------------------|-----------------------------|---------------------------------------|
| 1 | | | | | | |

Name of Bank/ FI employed with:

Address of Bank/FI employed with:

Fee

Rs.4000/- per participant plus GST @18% i.e. Rs.720/- aggregating to Rs. 4,720/- (In case of TDS deduction, please send us TDS certificate)

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