



**INDIAN INSTITUTE OF BANKING & FINANCE**  
(ISO 21001:2018 Certified Institute)

**TRAINING PROGRAMME**

**ON**

**LEADERSHIP AND DEVELOPMENT OF SOFT SKILLS FOR BRANCH MANAGERS**

**(INTERACTIVE PHYSICAL SESSIONS)**

**On 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> August 2024 (Monday, Tuesday & Wednesday)**

**(Non-Residential Programme)**



**Indian Institute of Banking & Finance,**

**Kohinoor City, Commercial II, Tower 1, 3<sup>rd</sup> floor,  
Off LBS Marg, Kirool Road, Kurla  
(W), Mumbai – 400 070.**

**Website: [www.iibf.org.in](http://www.iibf.org.in)**

**For Details & Nomination, please contact:**

**Individuals can also register for the program at their own cost**

**Dr. Sandeep Hegde,  
Faculty - Training  
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Mobile: 9870194712  
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## 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 four Professional Development Centres (PDCs) at Mumbai, Delhi, Chennai & Kolkata.

## 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
- + Aligning individual, team and organisational goals
- + Leaders in the making
- + Effective communication
- + The power of positive thinking
- + Time management
- + Interpersonal relationship
- + Decision Making and delegation
- + Ethical banking
- + Work life balance
- + Digital technologies and performance evaluation

### DURATION

**On 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> August 2024 (Monday, Tuesday & Wednesday), from 10.00 AM to 5.00 PM.**

METHODOLOGY	TARGET GROUP	TRAINING PERIOD
Physical classes delivering the sessions by <ul style="list-style-type: none"> <li>+ Lecture</li> <li>+ Experiential Learning</li> <li>+ Icebreaker Activities</li> <li>+ Case Studies</li> <li>+ Sharing of experiences by Subject Experts/practicing Professionals.</li> </ul>	Scale III and IV of Branch Managers or Scale III and IV of Heads of Departments in Regional/Zonal/Corporate Offices	Timings: 10.00 AM to 5.00 PM

## FEES

Rs.9,000/- per participant plus GST @18% i.e. Rs.1,620/- aggregating to **Rs.10,620/-**

(In case of TDS deduction, please send us TDS certificate)

### **Note: This is a Non-Residential Programme**

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

<b>Name of the Bank branch</b>	<b>: State Bank of India, Vidya Vihar(West), Mumbai.</b>
<b>Account no</b>	<b>: 37067835882</b>
<b>IFSC code</b>	<b>: SBIN0011710</b>
<b>PAN No: AAATT3309D and GSTIN No: 33AAATT3309D2ZY</b>	

Please send your nominations at the earliest to:

**Dr. Sandeep Hegde,**  
**Faculty - Training**  
**Phone : +91-22-68507010,**  
**Mobile: 9870194712**  
**Email: fm.trg1@iibf.org.in**



**INDIAN INSTITUTE OF BANKING & FINANCE**  
(ISO 21001:2018 Certified Institute)

**Nomination Form (for Banks/FIs & Other Organisations)**

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

**Date: On 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> August 2024 (Monday, Tuesday & Wednesday), Programme Type: Physical**

**Note: This is a Non-Residential Programme**

**Participants Nominated:**

Sl. No	Name (Mr./Ms./Mrs.)	Designation	Branch/Office	Mobile No. and Land Line No.	E-mail
1					
2					
3					
4					

Name of the Bank/FI	:	
Address	:	
GST No	:	
PAN No	:	
Phone/Mobile Number of Nominating Official	:	
E-Mail ID of Nominating Official	:	

**Fee**

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Account no	:	37067835882
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**INDIAN INSTITUTE OF BANKING & FINANCE**  
(ISO 21001:2018 Certified Institute)

**Nomination Form (for Self-Sponsored Candidates)**

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

**Date: On 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> August 2024 (Monday, Tuesday & Wednesday), Programme Type: Physical**

**Note: This is a Non-Residential Programme**

Details of the candidate:

Sl.No	Name (Mr./Ms./Mrs.)	Designation	Branch/Office	Mobile No. and Land Line No.	E-mail
1					

**Fee**

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