



# Mid-Level Manager Journey

## SKILLSOFT ASPIRE JOURNEY



Transitioning to middle management can be a challenging experience. Many organizations have training programs for frontline managers but not mid-level managers, even though mid-level management is a whole different ball game. Part of the problem is psychological. Promotion to mid-level is often seen as a small step rather than a significant career move. But the role of middle manager has never been more critical.

The mid-level manager today is a key contributor to the success of a competitive organization. One of the reasons for this is that an effective middle manager is essential to the realizations of radical change in a company. Basing change management initiatives solely on a top-down model no longer works. In fact, 75% of all change management programs fail because of a lack of employee support.

Middle managers are change leaders with the skills and talents critical to taking an organization where it needs to go to be successful. Planning and creating change in your area and in your organization means helping those around you change the way they think about change and the way they approach change. As a mid-level manager, creating ownership and accountability in your area is part of your role. This means taking responsibility for changes articulated by senior management, and asking your people questions that will help them develop their own insights into what they need to do to affect those changes.

Such questions might include, is there any part of this change that will create a problem for you? Can you foresee any unintended consequences as a result of this change? And do you need resources to see this change through? To affect change successfully, it's important to encourage those around you to approach change with an adoption mind-set.

This means ensuring they understand that adoption is the process of planning for, taking on, and implementing change.

The mid-level manager's role also involves leveraging and explaining the benefits of change to those in your area. This means helping those under you understand what those benefits are and how they might be positively affected by them. Providing a clear vision of the benefits that change will bring keeps everyone fully engaged. Ensuring these benefits are realized and understood by everyone also helps keep the team motivated and focused.

This means, in particular, helping the managers who report to you carry that message on to their teams to ensure the change is fully and effectively implemented. Realizing and documenting the results of change is another key role of the mid-level leader as they are best placed to view the impact of the changes on the organization. For example, suppose a new interdepartmental workflow system is implemented.

Senior executives may not see any immediate results. But mid-level managers can see improvements in real time and can communicate them to those further removed from the process, like senior management. Thus playing an important role in demonstrating the positive impacts of change on the organizations.

Becoming an effective mid-level leader means understanding where your new role fits into the overall picture, and how it affects those both above and below you on the organizational chart.

As an experienced leader, you are ready to take your management skills to the next level. Success at this pivotal moment requires vision, confidence, and influence. This **leadership journey** expands your ability to think and act strategically.

# Mid-Level Manager Journey

As an experienced leader, you are ready to take your management skills to the next level. Success at this pivotal moment requires vision, confidence, and influence. This leadership journey expands your ability to think and act strategically.

 12 courses | 9h 16m 46s  20 book summaries | 5h 4m 57s



## Track 1: Moving into Middle Management

2 courses | 52m 8s | 7 book summaries | 1h 19m 57s



## Track 2: Leading Innovation

2 courses | 2h 30m 53s | 3 book summaries | 33m



## Track 3: Influence and Persuasion

2 courses | 1h 26m 57s | 4 book summaries | 1h 21m



## Track 4: Collaboration

4 courses | 3h 9m 32s | 3 book summaries | 43m



## Track 5: Networking with Leader Peers

2 courses | 1h 17m 14s | 3 book summaries | 1h 8m

# Moving into Middle Management

The transition from frontline manager to middle manager can be difficult for many people. The added leadership responsibilities and new relationships, and their inherent challenges, can prove daunting. However, the necessary leadership skills for masterin...

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## Leadership Transitions: Moving into Middle Management

### Course Objectives

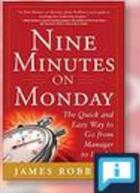
- recognize the components of the role of a mid-level manager
- identify the responsibilities of mid-level management
- recognize the key competencies needed for mid-level management
- identify strategies to mitigate the challenges faced by mid-level managers
- recognize strategies for achieving and maintaining a healthy mindset in middle management



## Leadership Insights on Transitioning from Frontline Manager to Mid-Level Manager

### Course Objectives

- Acquire insights on the need to plan for resistance when planning for change.
- Acquire insights on helping employees bring their best performance to work through accountability.
- Acquire insights on how leaders set the mood and atmosphere that either helps or hinders team members in achieving their goals.
- Acquire insights on how you can achieve a big goal by breaking it down into smaller goals first.
- Acquire insights on planning 'backwards from your goal' to ensure a successful outcome.
- Acquire insights on the 'On-the-level' approach to communication.
- Acquire insights on how you can set up a peer-to-peer coaching network.
- Acquire insights on how managers can function effectively with a team by creating opportunities for them to succeed.



**3 Nine Minutes on Monday: The Quick and Easy Way to Go from Manager to Leader** → 👍 100 ⋮

BOOK SUMMARY | by James Robbins | 14m

Nine Minutes on Monday provides managers with nine fundamental needs for a realistic approach to sustaining long-term working relationships between employers and employees. In this Summary, we discuss the salient points of the book based on...

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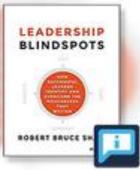
**4 What it Takes to Be #1: Vince Lombardi on Leadership** → 👍 27 ⋮

BOOK SUMMARY | by Vince Lombardi Jr. | 10m

What it Takes to Be #1 explains the technique behind preparing for a leadership position and the principles that should be internalized to produce the best results for you and your team. In this Summary, we discuss the salient points of the book base...

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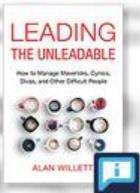
**5 Leadership Blindspots: How Successful Leaders Identify and Overcome the Weaknesses That Matter** → 👍 102 ⋮

AUDIO SUMMARY | by Robert Bruce Shaw | 9m

Leadership Blindspots takes a direct and honest look at the flaws and foibles that are hardest to see in ourselves, and provides a template for how those looking to lead can limit the impact that these weaknesses have in their professional lives. In this Revi...

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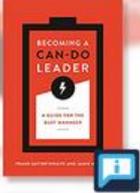
**6 Leading the Unleashable: How to Manage Mavericks, Cynics, Divas, and Other Difficult People** → 👍 21 ⋮

BOOK SUMMARY | by Alan Willett | 10m

Leading the Unleashable reveals how to use exceptional leadership to deal with difficult personalities and challenges to create a more productive workplace. In this Summary, we discuss the salient points of the book based on our interpretation of its cont...

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**7 Becoming a Can-Do Leader: A Guide for the Busy Manager** → 👍 45 ⋮

AUDIO SUMMARY | by Frank Satterthwaite, Jamie Millard | 18m

Becoming a Can-Do Leader addresses how to be a productive, hands-on manager and why it's key to many management roles today. In this Summary, we discuss the salient points of the book based on our interpretation of its contents.

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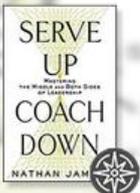


**8 7 Paths to Managerial Leadership: Doing Well by Doing it Right** → 👍 20 ⋮

BOOK SUMMARY | by Fred Mackenzie | 9m

7 Paths to Managerial Leadership provides strategies for improving your relationships with your employees. In this Summary, we discuss the salient points of the book based on our interpretation of its contents.

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**9 Serve Up, Coach Down: Mastering the Middle and Both Sides of Leadership** → 👍 21 ⋮

BOOK SUMMARY | by Nathan Jamali | 9m

In Serve Up, Coach Down, Jamali explores how to take the stigma out of middle management by devising innovative strategies to leverage the advantages middle managers have. In this Summary, we discuss the salient points of the book based on our int...

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Aspire Journeys: Mid-Level Manager Journey

# Leading Innovation

The success of your organization depends on its ability to innovate and keep innovating. Help your team unleash its creative potential.

▶ 2 courses | 2h 30m 53s ▶ 3 book summaries | 33m



Leading Innovation

## Course Objectives

- identify requirements for innovation success
- recognize leadership actions that overcome innovation obstacles
- identify characteristics of an innovation culture
- identify the steps and activities required for a flexible innovation process
- identify methods to encourage creativity and innovation in people



Leadership Insights on Leading Innovation

## Course Objectives

- Acquire insights on how expertise can be the enemy of innovation.
- Acquire insights on why it is important for leaders to set priorities and outcomes for innovation.
- Acquire insights on where executives of an organization struggle in innovation.
- Acquire insights on why networking is important to build a culture of innovation in an organization.
- Acquire insights on the importance of providing time for innovation.
- Acquire insights on how psychologically safe environments foster innovation, creativity, candor, and inclusivity.
- Acquire insights on fostering and supporting a culture of change and innovation by doing work that matters.
- Acquire insights on the importance of setting metrics for innovation programs.
- Acquire insights on how to be innovative by acting like a scientist and challenging assumptions.
- Acquire insights on how to succeed as a leader.
- Acquire insights on the different techniques to improve creativity.
- Acquire insights on the journey of the perpetual hunt for innovation.

- Acquire insights on the Haier Model for embracing innovation.
- Acquire insights on frugal innovation which is about doing much more with much less.
- Acquire insights on frugal innovation to engage your customers by understanding their needs and requirements.
- Acquire insights on how you can flex your assets to make your company more profitable through frugal innovation.
- Acquire insights on the importance of frugal innovation for circular value networks that can help a company save costs and the environment at the same time.
- Acquire insights on how frugal innovation can help shape customer behavior through nudge economics.
- Acquire insights on how frugal innovation can help in the prosumer movement.
- Acquire insights on how frugal innovation leads to hyper-collaboration, which is the sharing of information or assets by two or more companies.
- Acquire insights on how frugal innovation can either be a top-down or a bottom-up strategy.
- Acquire insights to understand that efficiency helps companies create profits, but it is also the enemy of innovation.
- Acquire insights on the Three-Box Solution to driving innovation.
- Acquire insights on understanding that companies need to define and address any performance gaps in their business.
- Acquire insights to understand that if you aren't reaching 100 out of 100, you have a possibility gap.
- Acquire insights to understand that strategic intent should have direction, motivation, and boldness.
- Acquire insights on understanding that to drive innovation, leaders must understand the organization's core competencies.
- Acquire insights on innovation and its reliance on a true partnership between the core business and any new business.
- Acquire insights on understanding that the future is now.
- Acquire insights on takeaways for the three-box solution.
- Acquire insights on Vijay Govindarajan's three-box solution.
- Acquire insights learning to think beyond best practices.
- Acquire insights on how you can harness cognitive friction when innovating.
- Acquire insights on embracing your team's curiosity to achieve innovation.



## 2 MIT Sloan Management Review Article on Why Learning Is Central to Sustained Innovation

➔ 100

BOOK SUMMARY | by MIT Sloan Management Review | 17m

In this article from MIT Sloan Management Review, you'll learn the values of a skilled workforce.

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## 3 Making Innovation Work: How to Manage It, Measure It and Profit From It

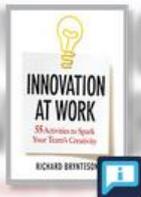
➔ 15

BOOK SUMMARY | by Marc J. Epstein, Tony Davila, Robert D. Shelton | 6m

Making Innovation Work shows how your company can profit if you manage innovation intelligently. In this Review, we discuss the salient points of the book based on our interpretation of its contents.

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## 5 Innovation at Work: 55 Activities to Spark Your Team's Creativity

➔ 17

BOOK SUMMARY | by Richard Brynteson | 10m

In Innovation at Work, author Richard Brynteson explains how to inspire creativity and exercise your team's innovation muscles. In this Summary, we discuss the salient points of the book based on our interpretation of its contents.

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# Influence and Persuasion

Influence and persuasion are key attributes of successful leaders. Explore strategies to have greater impact across the organization.

2 courses | 1h 26m 57s 4 book summaries | 1h 21m

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Influencing and Persuading Others

## Course Objectives

- identify the ideal qualities of a persuasive person recognize actions that demonstrate the qualities necessary for exercising influence and persuasion
- identify strategies for influencing and persuading diverse audiences
- identify actions that bolster persuasion in presenting your case
- recognize actions that lead to a successful agreement



Leadership Insights on Influence and Persuasion

## Course Objectives

- Acquire insights on the importance of a leader's ability to influence and impact others in a positive manner.
- Acquire insights on the law of influence and its importance in becoming an effective leader.
- Acquire insights on how to become more influential as a leader.
- Acquire insights on how to build your influence as a leader by sharing your ideas and knowledge.
- Acquire insights on how to persuade people by giving them more options rather than only trying to convince them to change their minds.
- Acquire insights on the relationship between trust and influence.
- Acquire insights on the importance of responding instead of reacting in a situation to get the results you desire.
- Acquire insights on the technique of influencing others known as 'The Chameleon Effect' which involves subtly imitating the ones you are trying to influence.
- Acquire insights on how to structure group decisions.
- Acquire insights on how to shape decisions by influencing behaviour.
- Acquire insights on how to remove barriers to actions, and use it as a more effective means to influence rather than using fear.
- Acquire insights on how to become a more influential leader by taking feedback about yourself from others.
- Acquire insights on which works better to shape behavior, information or influence.
- Acquire insights on the importance of telling stories as the ultimate method for influencing people's emotions and ideas.
- Acquire insights on influencing others even when you lack formal authority.
- Acquire insights on ensuring your influence is positive and has the impact you intend.



## 2 MIT Sloan Management Review on Influence and Persuasion

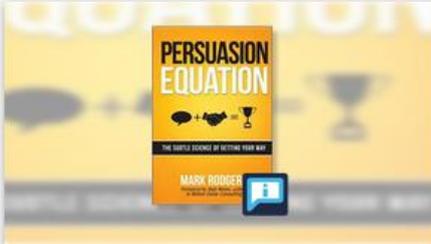
38

BOOK | by MIT Sloan Management Review | 54m

In this collection of articles from MIT Sloan Management Review, you'll learn the role influence can play in an organization, and how much persuasive power executives possess inside their companies as well as externally.

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## 3 Persuasion Equation: The Subtle Science of Getting Your Way

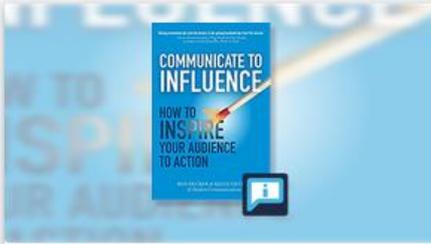
14

BOOK SUMMARY | by Mark Rodgers | 8m

In The Persuasion Equation, Mark Rodgers shows how people make decisions and reveals how to persuade people to see things your way. In this Summary, we discuss the salient points of the book based on our interpretation of its contents.

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## 4 Communicate to Influence: How to Inspire Your Audience to Action

27

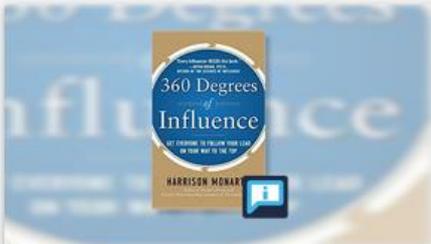
BOOK SUMMARY | by Ben Decker, Kelly Decker | 10m

Unveiling the secrets of inspirational individuals, Communicate to Influence presents tools to train leaders and business executives to become rousing presenters. In this Summary, we discuss the salient points of the book based on our interpretati...

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## 6 360 Degrees of Influence: Get Everyone to Follow Your Lead on Your Way to the Top

33

BOOK SUMMARY | by Harrison Monarth | 9m

In 360 Degrees of Influence, Harrison Monarth argues persuasively that the most effective leaders are those who influence colleagues in all levels of the organization. In this Summary, we discuss the salient points of the book based on our interpretati...

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# Collaboration

Collaboration is critical to the success of any team and organization. Learn how to promote collaboration within your team and among other teams in the organization.

4 courses | 3h 9m 32s | 3 book summaries | 43m



The Collaborative Leader

## Course Objectives

- recognize actions a leader takes to help develop a culture of strategy execution
- identify the characteristics of a strategy that will enable easier execution
- recognize effective approaches to enabling a culture of execution
- identify how leaders can empower people to execute business strategies successfully
- recognize actions a leader can take to help ensure the operating plan is executed effectively



Leadership Insights on Leading Collaboratively

## Course Objectives

- Acquire insights on the three steps leaders must take to frame work so that employees know what to expect from themselves and others on any given project.
- Acquire insights on becoming a successful manager by enabling your team and making sure things get done.
- Acquire insights on how to move everyone in the same direction by instilling the company values and culture.
- Acquire insights on how to build an effective strategy using the Four Ps-- Purpose, Picture, Plan, and Part.
- Acquire insights on how to create a culture of inclusion where anyone can bring ideas to the table and their unique perspectives will be valued.
- Acquire insights on how to empower others by following certain rules and practices to become more results-oriented.
- Acquire insights on how to know if the strategy that has been implemented is really working or not.
- Acquire insights on the importance of both 'knowing' and 'doing' for leaders.
- Acquire insights on how to define the meaning of "done", that is, what factors determine that any given task is complete.



## Building and Leading Successful Teams

### Course Objectives

- recognize the benefits of becoming a collaborative leader
- identify the characteristics of a collaborative leader
- identify techniques to build a collaborative team
- recognize solutions to common challenges in implementing a collaborative leadership approach
- recognize best practices for collaborating with stakeholders outside your team



## Leadership Insights on Building & Leading Teams

### Course Objectives

- Acquire insights on how to use collaboration to motivate teams.
- Acquire insights on the importance of being humble to become a good and effective collaborator.
- Acquire insights on how successful organizations collaborate virtually to get results.
- Acquire insights on collaborative leadership--what it means, and its benefits.
- Acquire insights on making collaboration effective by focusing on what you need to achieve and not the how.
- Acquire insights on requirements for collaboration.
- Acquire insights on several practical steps to ensure a healthy and productive team collaboration.
- Acquire insights on how you can cultivate connectional intelligence.
- Acquire insights on how technology can help us to connect more intelligently.
- Acquire insights on discovering how having an open mind can help you find the answers you seek using connectional intelligence.
- Acquire insights on the five C's of connectional intelligence.
- Acquire insights on the suitable technologies one can use to collaborate effectively.
- Acquire insights on how you can make a group smarter than the smartest person in it.



## 2 MIT Sloan Management Review on Cross-Functional Collaboration

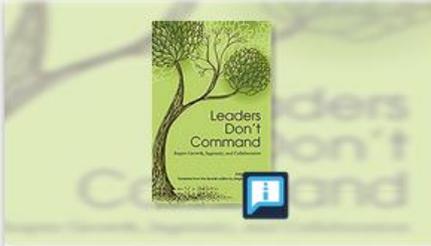
54

BOOK | by MIT Sloan Management Review | 26m

In this collection of articles from MIT Sloan Management Review, you'll learn how to improve your company's cross-functional collaboration and how you can leverage common goals and strategies to enhance it.

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## 4 Leaders Don't Command: Inspire Growth, Ingenuity, and Collaboration

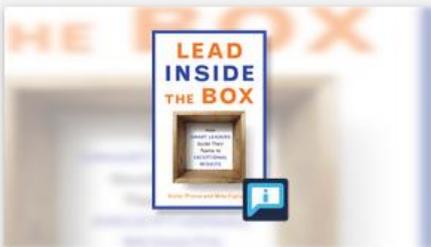
82

BOOK SUMMARY | by Jorge Cuervo | 9m

Leaders Don't Command offers you the tools to uncover your best leadership strengths that will have others looking to you as a respected leader. In this Summary, we discuss the salient points of the book based on our interpretation of its contents.

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## 7 Lead Inside the Box: How Smart Leaders Guide Their Teams to Exceptional Results

100

BOOK SUMMARY | by Victor Prince, Mike Figliuolo | 8m

In Lead Inside the Box, authors Victor Prince and Mike Figliuolo provide a proven method to achieve performance excellence in the teams that you lead. In this Summary, we discuss the salient points of the book based on our interpretation of its contents.

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Aspire Journeys: Mid-Level Manager Journey

# Networking with Leader Peers

Having a vibrant network is key to any leader's success. Identify ways to expand and reinforce your professional relationships.

▶ 2 courses | 1h 17m 14s 📖 3 book summaries | 1h 8m



Networking to Improve Leadership Effectiveness

## Course Objectives

- recognize ways you can benefit by cultivating a networking mindset
- identify types of current and desired networks and network members
- identify steps in a structured approach to networking
- identify actions that contribute to a network identify
- identify the social skills required to succeed in networking
- reflect on what you've learned



Leadership Insights on Networking with your Peers

## Course Objectives

- Acquire insights on how networking has the potential to benefit everyone when approached from an honest willingness to help others.
- Acquire insights on how to give your career a big boost by creating a group of like-minded professionals.
- Acquire insights on the five steps to improving and building your networking skills.
- Acquire insights on the different ways to determine how you are perceived by others.
- Acquire insights on the different ways of networking to make a good first impression and sustain long-term relationships.
- Acquire insights on the importance of strategic networking to reach out to people who are not like yourself.
- Acquire insights on the importance of networking within organizations to build a network.
- Acquire insights on how networking can help in making a good impression if you have the right perspective.
- Acquire insights on the seven key elements of effective networking.
- Acquire insights on why women are not doing networking effectively.
- Acquire insights on how to network when you don't know the right people to connect with.



## 2 MIT Sloan Management Review on Leadership Networking

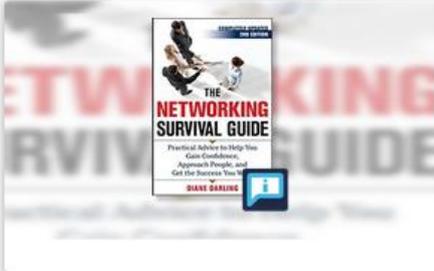
13

BOOK | by MIT Sloan Management Review | 49m

In this collection of articles from MIT Sloan Management Review, you'll learn what your company can do when a strategic alliance fails to live up to expectations, how you can maximize the impact of reconnecting with dormant contacts, and more.

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## 3 The Networking Survival Guide: Practical Advice to Help You Gain Confidence, Approach People, and Get the Succ...

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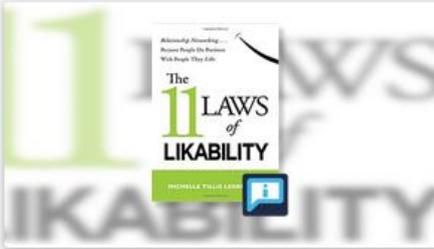
BOOK SUMMARY | by Diane Darling | 9m

The Networking Survival Guide is an in-depth book that will help both introverts and extroverts learn how to network effectively, online and in-person. In this Summary, we discuss the salient points of the book based on our interpretation of its ...

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## 5 The 11 Laws of Likability: Relationship Networking ... Because People Do Business with People They Like

37

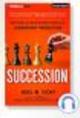
BOOK SUMMARY | by Michelle Tillis Lederman | 10m

In The 11 Laws of Likability, author Lederman presents a plain language guide that teaches you how to network like a professional. In this Summary, we discuss the salient points of the book based on our interpretation of its contents.

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# Optional Books (i) Optional

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**Mid-Level Manager Journey is part of the Leadership Transitions series of  
Leadership Journeys**



**First Time Manager  
Journey**



**Mid-Level Manager  
Journey**



**Leader of Leaders  
Journey**

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