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Skills Management

Managers must be skillful. If they want to be successful, they should always improve themselves. Their management skills will greatly help in this. So, being a great manager, means having a wide set of skills. They may include planning, delegating, organizing, communicating, understanding business, thinking logically etc. Skills management is the practice of developing and understanding people and people’s skills. Well-implemented skills management should develop the abilities of an individual employee. It is much easier to build skills in the areas of management that employees are already comfortable with. They may find themselves more confident and relaxed in their everyday dealings. Communication, planning, leadership and critical thinking are considered to be the basic skills for good managers.

Communicating has always been a key management skill. Managers who communicate with people effectively can process information and then deliver it back to their teams clearly. Organized managers should understand and relate the organization's vision back to their employees in order to get better productivity. They need to let the team know what is happening and keep them informed as much as possible. They can achieve it with the help of a good relationship between them and their staff. Without a plan good managers will never succeed. They should figure out what the goal is and then figure out the best way to get there. Managers compare strengths and weaknesses of individuals and other resources. They look at all the probable scenarios: assess their different plans and develop what will work the best way and what they will do in a case when their plan does not work. They should exactly rate time and effort needed to complete the task.

Leadership is an ability that many managers lack despite their job title. Leadership roles are all around us, not just in a work environment. Ideally, a leader wants people to follow them because of the trust and respect they have earned.

A leader is a person who motivates, guides, leads the team members, and provides them with the right resource. Leaders recognize the strengths and weaknesses of the team members. They must know when their employees need more development. Developing others involves cultivating each individual's talents, and motivating individuals to channel those talents towards productivity.

Critical thinking helps managers step back, examine their thought processes and make them more beneficial. They ask the right questions and analyze others’ viewpoints. It is the only way to think at work, because it helps you get the best possible result. They must diagnose problems affecting not only themselves but their team. This process includes creativity, practicality and wisdom.

All of the above shows that skills management must be an ongoing process, where individuals update their skill sets regularly.