

Introduction to Management and Different Perspectives of Management

Part 02

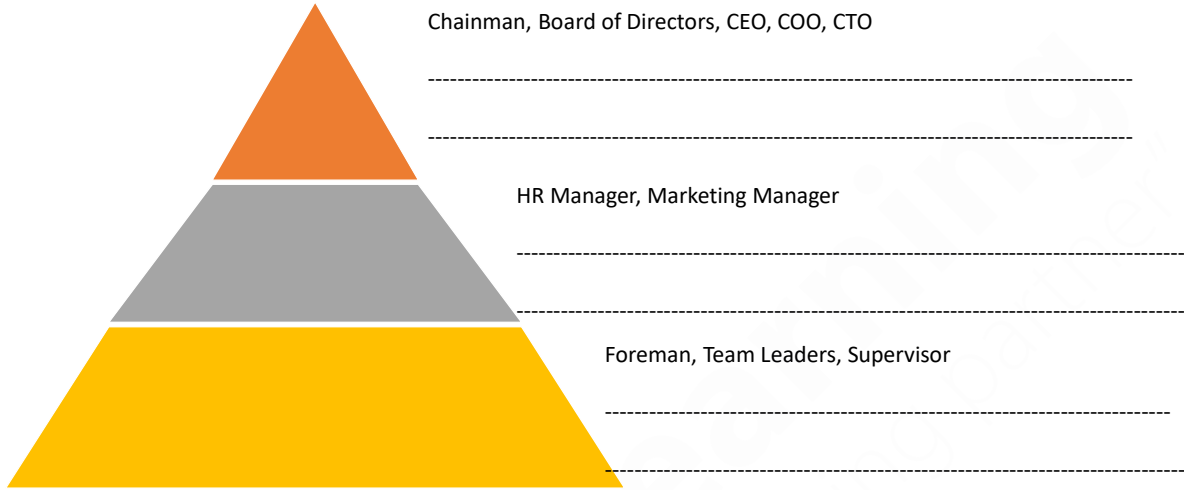
AAT Level II

Business Management (BMA)

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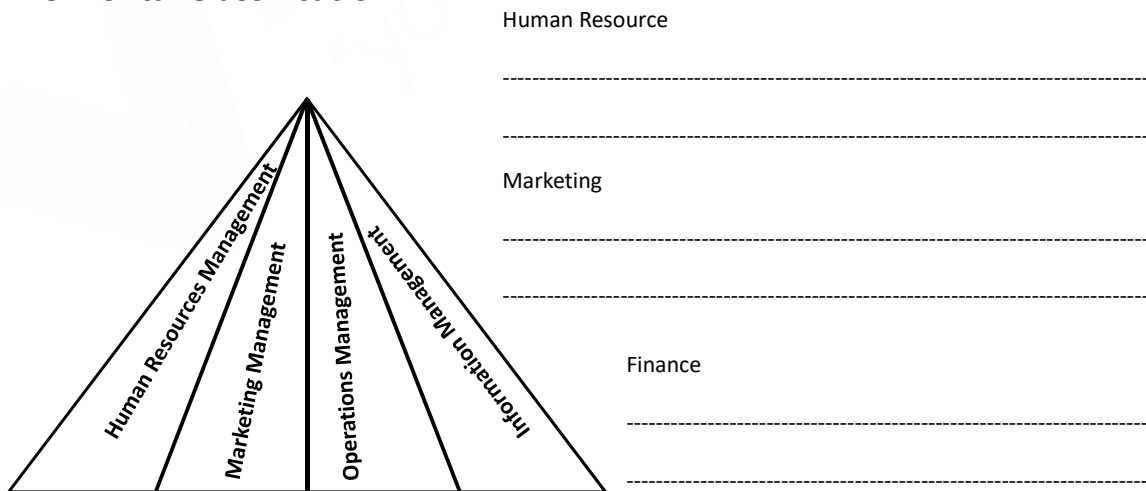
Classification of Managers

Vertical Classification



Classification of Managers

Horizontal Classification



Management Roles

Mintzberg's 10 Management Roles

1. Figurehead.
2. Leader.
3. Liaison.
4. Monitor.
5. Disseminator.
6. Spokesperson.
7. Entrepreneur.
8. Disturbance Handler.
9. Resource Allocator.
10. Negotiator.



Management Roles

Interpersonal Category

The managerial roles in this category involve **providing** information and ideas.

1. Figurehead – As a manager, you have social, ceremonial and legal responsibilities. You're expected to be a source of inspiration. People look up to you as a person with authority, and as a figurehead.

2. Leader – This is where you provide leadership for your team, your department or perhaps your entire organization; and it's where you manage the performance and responsibilities of everyone in the group.

3. Liaison – Managers must communicate with internal and external contacts. You need to be able to network effectively on behalf of your organization.

Management Roles

Informational Category

The managerial roles in this category involve **processing** information.

Monitor – In this role, you regularly seek out information related to your organization and industry, looking for relevant changes in the environment. You also monitor your team, in terms of both their productivity, and their well-being.

Disseminator – This is where you communicate potentially useful information to your colleagues and your team.

Spokesperson – Managers represent and speak for their organization. In this role, you're responsible for transmitting information about your organization and its goals to the people outside it

Management Roles

Decisional Category

The managerial roles in this category involve **using** information.

Entrepreneur – As a manager, you create and control change within the organization. This means solving problems, generating new ideas, and implementing them.

Disturbance Handler – When an organization or team hits an unexpected roadblock, it's the manager who must take charge. You also need to help mediate disputes within it.

Resource Allocator – You'll also need to determine where organizational resources are best applied. This involves allocating funding, as well as assigning staff and other organizational resources.

Negotiator – You may be needed to take part in, and direct, important negotiations within your team, department, or organization.

Management Requirements

K**Knowledge**

The Condition of Being Aware of something
Manager is aware how to perform forecasting analysis

S**Skill**

Ability to physically perform certain task
Manager has ability to perform forecasting analysis using Excel

A**Attitudes**

The way of thinking or feeling about something
Manager is fully motivated when performing such tasks

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