

Essential Skills for New Supervisors



Program Number: 14A6422

APPLICATION INSTRUCTIONS

Enroll at this link in the NIC Learning Center

<http://nic.learn.com/learncenter.asp?id=178409&page=42>

TRAINING LOCATION

National Corrections Academy (NCA)
11900 East Cornell Avenue, Unit C
Aurora, Colorado 80014

TRAINING DATES AND TIMES

May 19 – 23, 2014, 8:00am – 5:00pm MT

TRAVEL, LODGING, MEALS

There is no cost for this regional training. Travel, lodging and meal costs are the responsibility of participants' or their agencies. Participant materials will be supplied.

Sponsored by the Northeast Region of NIC's Regional Training Initiative (RTI)

A CRITICAL TRANSITION: FROM *YOU* DOING THE WORK, TO GETTING THE WORK DONE *THROUGH OTHERS!*

Are you a new supervisor or wish to be one? Then join us for *Essential Skills for New Supervisors*, a skills development course in making the critical transition to providing "Super-Vision" to others!

Who Should Attend

This course is for new adult and juvenile corrections supervisors (jails, prisons, community services, juvenile justice, in all local, state and federal settings).

Required Pre –Activity: supervisory core competency index profile self assessment survey to be completed prior to attending the course.

Overarching Training Outcomes include:

- Examining personal and professional competencies needed to fulfill the role of a supervisor.

- Examining the role of a supervisor in the context of your organization's mission, culture and stakeholders.
- Assessing personal and professional goals that can be applied to supervision through the creation of a Supervisory Development Plan (SDP).

During this interactive training, we will explore:

- The roles and responsibilities of a new supervisor
- How to communicate effectively as a supervisor
- How to use problem-solving effectively to inform your approaches as a supervisor
- Methods of identifying workplace conflict and strategies to managing them
- How to work together as a team to accomplish organizational and personal goals
- Creating a supervisory development plan for your continued growth as a supervisor

Want to Know More? Contact Leslie LeMaster, Correctional Program Specialist, NIC
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