

UNCG Human Resources

Courage. Compassion. Commitment.

SuperVISION Development Certificate Program is Here!

Grow. Learn. Engage.

How can you maximize your potential as a supervisor at UNCG? Experience teaches us that focusing on the tools that help us to be successful leaders helps us to create successful teams.

UNCG Learning and Development is launching <u>SuperVISION Development Certificate</u> <u>Program</u>—a powerful development series designed to provide faculty and staff with the tools needed to be effective and inspired in a supervisory role at the University.

This program offers practical, easy to understand, and insightful methods for improving your effectiveness as a supervisor and is a MUST for new and even experienced supervisors and managers. At the end of the series you will have the knowledge, skills and abilities to take "Giant Steps" toward supporting your team's transformation. Upon your completion of the program, a certificate representing your accomplishment will be presented to you by your manager and/or department head.

See the <u>SuperVISION Development Certificate Program page</u> for more details about program coursework.

Who Should Participate?

To ensure a positive environment among all employees, the <u>SuperVISION Development</u> <u>Certificate Program</u> is a requirement for all faculty and staff who supervise non-student employees.

What Do I Need to Know?

The series consists of 1½-hour courses held weekly for a period of ten (10) weeks. The first class is a 2-hour course and includes a Kickoff and Introduction.

Ten-week cohorts begin every other week, so you will have the opportunity to choose the series of consecutive classes that fit within your schedule.

Make up classes will be available, but it is recommended that you attend all ten classes consecutively.

What Will I Learn?

The following classes are included in the curriculum:

- 1. The Art of Effective Communication
- 2. Driving High Performance Teams
- 3. The Start of the Deal: Negotiating and Influencing
- 4. The Art and Science of Managing Projects
- 5. Managing Performance with SMARTER Goals
- 6. Coaching and Counseling: Addressing Performance Issues
- 7. Leading Change
- 8. Employment Law
- 9. Demystifying Human Resource Policies
- 10. Basic Fundamentals of Budget Management

How do I sign up?

Supervisor Cohort Groups begin January 4, 2018 and new cohorts begin every other week!

For more information on the course curriculum, click HERE.

To register for a cohort, sign up **HERE**.

For more information or accommodation, contact Sarah Dreier-Kasik, Learning and Development Consultant at (336) 334.9795 or s_dreier@uncg.edu.



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