



Supervision

Leadership is about earning trust and respect through modeled behaviors and actions.

Leaders must recognize the value that employees bring to the organization, harness their potential, and guide them towards achieving a well-communicated vision.

Leadership is a team effort that involves more than just faithful followers, but also includes your peers and superiors within a collaborative environment of continuous improvement, growth, and change.

One of the most difficult transitions in one's leadership journey is when a person becomes directly in charge of others, the supervisor.

This module teaches the values, skills, and actions associated with supervision and being a leader.

This 12-module series teaches the values, skills, and actions associated with supervision and being a leader. Each module in the 12-module program is about 4-5 learner hours. Modules can be completed independently or in sequence.

Outcomes

1. Define leadership and supervision.
2. Understand the workplace environment.
3. Communicate as a leader.
4. Make the supervision transition.
5. Lead a team.
6. Conduct performance management.
7. Practice the art of supervision.
8. Support compliance in the workplace.
9. Plan and organize work.
10. Support both internal and external customers.
11. Lead change.
12. Perform continuous improvement activities.

Recommended Learners

Higher Education

- Undergraduate Students
- Academic leveling course for graduate students.

Business, Industry, Nonprofits, & Agencies

- New Supervisors
- Step-up Supervisors
- Managers

Coaching and Building Trust

Schedule Video-Based Coaching.

Check in with your team members every day, just as you would if you were in an office situation. Help them and encourage them. Use the time to broaden their capabilities and expand their potential.



Build Trust

Your Team and set up work-from-home guidelines, such as emails must be responded to within 24 hours, use text for urgent matters, and no calls between certain hours to make sure teammates are not working around the clock.



An example of a learning event in our Leading Edge Learning modules. The types of instructional content within the modules include: readings, videos, transcripts, audios, interactive questions, offline application exercises, flash cards, narrated presentations, matching exercises, relevant articles, downloads, a final exam, and other activities designed to engage learners based on recognized science of learning educational concepts.

Applications and Best Practices

Higher Education

- ✓ Teach to the values and attributes of leadership.
- ✓ Incorporate in a human resource management program.
- ✓ Incorporate in a personnel management program.

Business, Industry, Nonprofits, & Agencies

- ✓ Make the transition to supervisor.
- ✓ New manager orientation to leadership and business operations.
- ✓ Use as a refresher course for leaders.
- ✓ Develop skills for coaching and mentoring.

Pricing

Module is Approximately 55-60 Learner Hours

1-100 Learners per Year \$285 per Learner	101-500 Learners per Year \$270 per Learner	500+ Learners per Year \$255 per Learner
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