

SUPERVISORY BASICS LEADERSHIP SERIES 2018-19

What is it?

A workshop series designed to build confidence and expertise in managing and supervising others, delivered in a practical format including a face-to-face and web conferencing.

Who is it for?

Beginner Strand: For new supervisors, team leads or those with the potential to take on supervisory roles.

Intermediate Strand: For those who previously participated in the beginner strand or for those with supervisory experience.

Advanced Strand: For experienced supervisors looking to expand their skills and knowledge.

What are the benefits?

For Participants: Better understanding of basic supervision, skills to solve problems, improve team performance, increased understanding and confidence in role as a supervisor.

For School Districts: Improved leadership, enhanced performance, improved staff retention and employee engagement.

Cost?

SWWC MEMBER:

- \$75 – Face to Face on October 3. Includes morning refreshments and lunch.
- \$45 – Per Webinar OR \$450 for the entire series (10 web sessions and 1 face to face day)

SWWC NON MEMBER:

- \$100 – Face to Face on October 3. Includes morning refreshments and lunch.
- \$65 – Per Webinar OR \$600 for the entire series (10 web sessions and 1 face to face day)



2018-19 Supervisory Basics Leadership Series

BEGINNER STRAND

DATE	TIME	FORMAT	TOPIC	PRESENTER(S)
October 3	9:00 am- 2:00 pm	Face to Face Marshall SWWC	The Supervisor's Toolbox and Supervisory Basics <ul style="list-style-type: none"> - Understanding Your Leadership Style - Motivating Every Employee - Managing Unwanted Behaviors - Communicate Like a Leader - The Law and Compliance Basics 	Tammy Stahl
October 25	1:30 pm – 2:30 pm	Go To Webinar	How Five Generations Collaborate and Succeed in the Workplace	Abby Polzine
November 13	1:30 pm – 2:30 pm	Go To Webinar	Worker's Compensation and FMLA Basics	Elizabeth Sullivan
December 12	9:00 am- 2:00 pm	Face to Face Marshall SWWC <i>*Repeat of October 3rd Face to Face</i>	The Supervisor's Toolbox and Supervisory Basics <ul style="list-style-type: none"> - Understanding Your Leadership Style - Motivating Every Employee - Managing Unwanted Behaviors - Communicate Like a Leader - The Law and Compliance Basics 	Abby Polzine
December 19	1:30 pm – 2:30 pm	Go To Webinar	Reference Checks	Jennifer Earley, Ratwik, Roszak & Maloney
February 12	1:30 pm – 2:30 pm	Go To Webinar	Conduct Stay Interviews and Retain your Employees	Abby Polzine
March 26	1:30 pm – 2:30 pm	Go To Webinar	Minimizing Workplace Negativity	Abby Polzine

INTERMEDIATE STRAND

DATE	TIME	FORMAT	TOPIC	PRESENTER(S)
November 27	1:30 pm – 2:30 pm	Go To Webinar	Service Animals	Elizabeth Meske, Ratwik, Roszak & Maloney
May 9	1:30 pm – 2:30 pm	Go To Webinar	Hiring Pitfalls and How to Avoid Them	Abby Polzine
April 11	1:30 pm – 2:30 pm	Go To Webinar	Separation of Employment	Elizabeth Sullivan

ADVANCED STRAND

DATE	TIME	FORMAT	TOPIC	PRESENTER(S)
January 17	1:30 pm – 2:30 pm	Go To Webinar	Behavioral Based Interviewing	Abby Polzine
April 25	1:30 pm – 2:30 pm	Go To Webinar	Defining the School's Role in Toxic Custody Disputes	Christian Shafer, Ratwik, Roszak & Maloney