



Supervisor/ Manager Academy

- Hands-On Leadership Skill Building
- Designed for New or Experienced Leaders in Local Government
- By Trainers with Extensive Experience in Local Government Agencies

Coming Winter
2016

LEARNING OUTCOMES/ SKILL BUILDING IN:

- Getting Work Done Thru People
- Engaging Employees to Create a Positive & Productive Workforce
- Understanding the Many Hats of Supervisors/Managers
- Situational Leadership
- 3 Keys to Communicate Effectively as a Leader
- How to Conduct Difficult Workplace Conversations
- Leading Proactively
- Creating a Culture of Accountability
Managing Performance by:
 - Encouraging Performance
 - Performance Coaching
 - Positive Discipline
 - Performance Evaluations

“The Academy makes you sit back and analyze your situation personally and strive to make positive changes”

-Academy Graduate

“This Academy was by far the most helpful and interesting training I have attended”

-Academy Graduate

Dates: February 9, 2016
March 8, 2016
April 5, 2016

Time: 9:00-3:30 pm

Location:
Elk Grove City Council Chambers
8400 Laguna Palms Way
Elk Grove, CA 95758

Includes: Lunch
Performance Management Guide
Follow-up Coaching
Certificate of Completion

Tuition:
\$750 per Person for all 3 Non-Consecutive Days

Registration:
Email- Danielle Oliveira
doliveira@rgs.ca.gov

For Questions about the Academy
Email-
Anne Oliver aoliver@rgs.ca.gov
Sally Rice srice@rgs.ca.gov
Or Call 650) 587-7309