



Supervisor Boot Camp

Two dates to choose from for this full day in-person workshop!

September 12

9:00am-4:30pm

Lunch provided

Hosted by Chelan County

Confluence Technology Center (CTC)

285 Technology Center Way, Wenatchee, WA 98801

October 6

9:00am-4:30pm

Lunch provided

Hosted by Lewis County

Veterans Memorial Museum's Jensen Event Center

100 SW Veteran Way, Chehalis, WA 98532

Instructed by Janelle Tarasewicz, Principal Consultant, Aperture EQ

DESCRIPTION: Despite our organization's best intention, we often find ourselves in a position where we've promoted a promising new leader, but don't have the time or resources to provide them the necessary supervisor training. They are fantastic at their jobs (hence the well-deserved promotion). However, this doesn't always translate into providing the tools needed to tackle their new assignment - managing their team. This training will cover a wide variety of topics for supervisors, with the ultimate goal of equipping them with the necessary tools to be successful in their role.

Learning Objectives:

- Communication techniques, including active listening skills and tools to help you modify your communication style based on the audience and the situation.
- The basics of communication, respect, and trust in the workplace.
- Setting expectations for your team and how to reinforce those expectations if staff are not achieving them.
- The difference between feedback, coaching, and counseling - the various techniques for each of these tools and in what context to apply them.
- Having a difficult conversation with your employee, and what you should document after the fact.
- Overview of the performance evaluation process and how to provide necessary feedback to your team.

AUDIENCE: New and upcoming supervisors, and seasoned supervisors seeking a refresher (WCRP members only). Registration Required.

REGISTRATION CAP: Limited to 30 attendees.

REGISTRATION & FEES: This training is available to WCRP members only, at no charge. Attendees must pre-register to attend. **\$50 no-show fee may be assessed if cancellation notice is not received 24-hours prior to the workshop.** To learn more, visit [WCRP's Registration and Fees, Invoicing and Cancellation Procedures](#) webpage.

Attendees must pre-register to attend. Register online at www.wcrp.info: Hover over the Member Services tab and click on Training to access the list of current offerings. The online registration form is accessible under each training title; select the link to be directed to the WCRP Events & Training Online Registration Form, then carefully select the event you wish to attend and complete the online form. A waitlist will be enabled when a specific training is full and we encourage you to sign up in the event of a cancellation.

QUESTIONS?

Contact the WCRP Member Services team: MemberServices@wcrp.wa.gov or (360) 292-4490