

The purpose of the consortium is to foster collaboration among USG institutions in regards to professional development to facilitate benchmarking, share development resources and implement best practices.

Regional training centers and regional partnerships have been established throughout the USG.

Fundamentals of Management & Supervision

**Thursday, September 28, 2017 1:00 PM - 4:00 PM
Valdosta State University— University Center Rose Room**



The ability to lead others is an important part of your professional effectiveness. What are the roles and responsibilities of a manager or supervisor? How is leading different from managing? What are the measures of an effective manager or supervisor? What are your strengths and areas for development as a manager or supervisor? This course will provide you the answers and build your management and supervision skills in such areas as earning respect, setting the example, visioning, delegating, coaching, influencing, motivating and team building.

Regional Training Center

Valdosta State University

Registration Assistance:
training@valdosta.edu

Customized Training:
Becky Murphy- 229-259-5106

Regional Partners

Abraham Baldwin Agricultural
College

Albany State University

Bainbridge College

Columbus State University

Darton College

Georgia Southwestern State
University

South Georgia State College

Course Objectives:

By the end of this workshop, you will be able to:

- Define leadership, and discuss the differences between leading and managing.
- Describe key roles of an effective manager or supervisor: role model, motivator, and coach.
- Serve as a strong role model and earn trust and respect as a manager or supervisor.
- Envision and set the direction you want others to follow, define expectations, and delegate responsibility and authority for results.
- Motivate, engage, and inspire people to do their finest work.
- How to delegate,
- Coach and hold colleagues accountable for improved performance and better teamwork.
- Lead change, influence buy-in for it, and overcome resistance to it.

Instructor: Ashley Cooper

Ashley is a Training Specialist with the Employee and Organizational Development Department, a unit of Human Resources and Employee Development at Valdosta State University. As a Training Specialist, she specializes in Organizational Communication training. She also instructs at the institutional level on a variety of topics which include new staff employee orientation, customer service, management and leadership skills, communication skills, time management, and conflict management skills.