

Certificate in Supervision – Fall 2023

Adjusted 1-18-23

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| Session 1 | Sept. 12 | Making the Transition from Worker to Supervisor By: Dr. Gerald Graham |
| Session 2 | Sept. 19 | Building Better Communication Skills By: Dorothy Harpool, MBA |
| Session 3 | Sept. 26 | Delegating for Results By: Darian Bebout |
| Session 4 | Oct. 3 | Conducting Effective Meetings By: Shea Zuckerman, PMP |
| Session 5 | Oct. 10 | Solving Problems & Making Decisions Effectively By: Darian Bebout |
| Session 6 | Oct. 17 | Dealing with Conflict & Problem Behaviors By: Mike Murillo, PMP |
| Session 7 | Oct. 24 | Assessing Your Leadership Style By: Dr. Gerald Graham |
| | Oct. 31 | No class - Halloween |
| Session 8 | Nov 7 | Evaluating Employee Performance By: Darian Bebout |
| Session 9 | Nov. 14 | Putting It Into Practice By: Brian Rawson |
| Session 10 | Nov. 28 | Understanding Basic Legal Issues in the Workplace By: Kari Schmidt, JD |

Sessions will be held on **Tuesdays** from 4:30pm – 7:30pm in the Fidelity Bank Ballroom, Woolsey Hall