



Instructor: Melissa G.

SUPERVISION

Course #: C4310L

Union Bank, 20 Lower Main Street, Morrisville, Vermont

STARTING SEPTEMBER 10, 2019 FOR 8 WEEKS

5:30 PM—8:30 PM

course description

This class is designed for both practicing and aspiring supervisors who have little formal knowledge of supervision.

Objectives:

- Learn skill-building techniques and management principles to prepare to become the supervisors of today
- Identify how to work with people to develop and empower them to be their most efficient.
- Describe the SCAN requirements for the 5 workplace competencies and three-part foundation of skills and personal qualities needed for job performance.

Looking for more details? [Visit our website](#) for detailed course descriptions.

how to enroll

Enroll online at our website, [CFTEA.org](#) under Leadership, Managerial, Supervisory.

how class works

Course sessions run for 8 consecutive weeks. Students complete homework, assessments and mini-presentations to display a solid grasp of the material.

tuition

\$450 per participant for eight weeks of training, assessments, materials and exam.

withdrawal policy

CFTEA withdrawal policy is outlined within our latest catalog and on our website. Before class begins the enrollment may be transferred to another student with the approval of the student's employer and the CFTEA office.

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follow us on Facebook!