



Instructor: Lisa H.

CERTIFIED MODERN SUPERVISOR WEBCOURSE

Course #: C5053WC

BEGINS SEPTEMBER 28, 2020 for 8 WEEKS

SESSIONS FROM 6:00 — 8:30 PM

course description

Our Certified Modern Supervisor program is an updated version of Today's Supervisor with new, relevant materials that speak to the needs of new supervisors in the current and future business world.

Program includes the following courses:

- Everything DiSC Management
- Behavioral Interviewing
- Ethics in the Workplace
- Diversity Awareness
- Coaching for Development
- Toughest Supervisor Challenges
- How to Handle Change and Upheaval
- Performance Management
- Delegating for Growth

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

how to enroll

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

how class works

Course sessions run eight consecutive weeks using an internet connection and phone. Webcam and microphone suggested. At the end of the program, students pass an online assessment. Completion of all requirements provide certification.

tuition

\$599 per participant for eight weeks of training, assessments, materials and exam. Lunch included.

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.

Would you like to know more about new educational career paths?

Visit us at [cftea.org](#) and follow us on Facebook!

Fall 2020 Live & Webcourse Offerings and Registration

Select courses to register

On Demand

One price of \$295 per course and transcript credit for as many attendees that complete the two hour program within the six month access window. Attend one or both of these courses at a time and place that is convenient to your group across multiple organizational locations. See website for descriptions. Price includes access to presenter materials and supplementary handouts. These may be ordered at any time.

- Notary Public Overview
- Notary Public: More Than Just a Title

August 2020

- Verbal Communication Webcourse Accelerated 4 weeks starts 6/4/2020—6-8:30pm—Special Price \$399

September 2020

- Certified Modern Supervisor—New Gloucester, Maine for full days 9/15/2020, 9/22/2020, 9/29/2020 and 10/6/2020
- Principles of Banking—Machias Savings Bank, Machias, Maine for 8 weeks starting 9/16/2020 6-8:30pm
- Certified Modern Supervisor Webcourse starts 9/28/2020 for 8 weeks 6-8:30pm
- Enhance Your Potential, Build Your Leadership Narrative—New Gloucester, Maine –9/30/2020 & 10/7/2020—9am—Noon

October 2020

- Principles of Banking Webcourse starts 10/1/2020 6-8:30pm
- Communicate with Confidence, Comfort and Conviction—New Gloucester, Maine starts 10/1/2020 8:30am-4pm
- Banking Today Webcourse starts 10/6/2020 6-8:30pm
- Structuring Commercial Loan Packages 10/15/2020 8:30am-4pm

October 2020

- Business Telephone Skills—Machias Savings Bank, Machias, Maine for 2 nights starting 10/20/2020 6-8:30pm
- Handling Workplace Conflict Webcourse starts 10/21/20 for 2 nights 6-8:30pm

November 2020

- Working Effectively with Co-Workers Webcourse starts 11/3/2020 for 2 nights 6—8:30pm

December 2020

- Balancing Priorities—Machias Savings Bank, Machias, Maine for 2 nights starting 12/2/2020 6-8:30pm

Coming Spring 2021

- Legal Foundations in Banking Webcourse—TBA
- Quality Service Webcourse—TBA

REGISTRATION - Scan to tammy@cftea.org

Name: _____

Organization: _____

Month of Birth: _____ Day of Birth: _____

Email: _____

Contact Phone: _____

Register for courses selected above or another course and code:

Approval Signature:
