Transitioning to Supervision

A CT Transportation Leadership Program *Elective Workshop* or
A CT Road Scholar Program *Elective Workshop*

Transitioning from a staff position to a supervisory role involves a major change in how you function as an employee. In this course, you’ll examine the role of a supervisor and identify the skills, knowledge and attributes that are important for success on the job. You’ll explore the importance of a leadership mindset, discuss leadership styles and sources of leadership influence. Participants practice building leadership communication skills that contribute to a healthy, productive workplace culture.

**Who Should Attend**

This course is designed for individuals who are interested in becoming supervisors, are newly promoted supervisors or those supervisors that wish to improve their leadership skills and be more effective communicators.

Crew leaders, frontline supervisors and anyone new to a position of authority are encouraged to attend.

**Date & Location**

**August 29, 2023**
West Hartford, CT

Session is 8:30am—3:00pm
*(Registration begins at 8:00am)*
Lunch will be provided.

**Learning Objectives**

Upon completion of this class, participants will be able to:

- Understand the role and responsibilities of a supervisor.
- Develop a leadership mindset focused on helping others achieve results.
- Apply a framework for assigning work to clarify expectations and gain commitment.
- Provide feedback that motivates others and reinforces performance expectations.

**Course Instructor**

**Celeste Barros** is an educator, facilitator and coach whose work focuses on customized interactive learning programs designed to enhance and build management and leadership skills. Celeste has an active consultation business and also serves as the architect and lead instructor for the leadership and management development program for the staff at the University of Connecticut.
Registration

- Please visit [www.cti.uconn.edu/cti/T2_Workshop_Schedule.asp](http://www.cti.uconn.edu/cti/T2_Workshop_Schedule.asp) to register for this class online.

- Please email any questions to Bethe Greene at bethany.greene@uconn.edu.

- **Cost: (Includes lunch and course materials)**
  - $100—State and Municipal participants
  - $200—Private-sector participants

- **Cancellation/Refund Policy**: The registration fee is refundable if notice of cancellation is received 48 hours prior to the start of the program. Registrants who are unable to attend and do not cancel in advance are subject to the registration fee. Substitutions may be made at any time. Please notify us of changes.

- If you require an accommodation to participate in this workshop, please contact Bethe Greene at bethany.greene@uconn.edu.

- If you have a dietary restriction, please notify us at the time of registration.

- Video/Photographs may be taken for promotional and training purposes. Please notify us during registration if you do not wish to be photographed/filmed.