

TAHLEQUAH CAMPUS

SUPERVISORY ACADEMY I



Employees don't quit their jobs, they quit their managers.

Lead and be the manager employees want to work for and engage with.
Topics covered in this course:

- True Colors Personality Assessment
- ABCs of Supervision
- Communication Strategies
- Stress Management
- Delegating & Coaching/Mentoring
- Problem Solving & Decision Making
- Conflict Resolution
- Human Resources Training for the Non-HR Professional
- Building High Performance Teams
- Leadership Training Wrap Up & Graduation Luncheon

What our customers say...

"Very informative and professional. I feel I can really take the subjects and material we went over and put them to good use." Rusty Dandridge, Northeast Oklahoma Public Facilities Authority - Tahlequah.



JAN 10-MAY 30 | 8AM - NOON
240 Career Tech Way, Tahlequah, OK
\$440, materials & graduation lunch included

CONTACT TO REGISTER

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Instructor: Phyllis A. Spriggs, SHPR, SHRM-SCP, is a certified Human Resource professional. Phyllis draws on 30+ years of leadership experience in all aspects of human resources, organizational development, sales, and marketing with nonprofit, small business and corporate organizations.



Instructor: Heidi Hartman, After 20 years in corporate HR, Heidi ventured out to pursue her greater purpose—something she now guides leaders, teams and organizations to do. Her expertise covers everything from coaching CEOs and customized team development to leadership development and strategic planning. Heidi's clients range from Fortune 500 energy companies to local non-profits.