Lead Your Team

Effective Supervisory Leadership Training

All supervisors and managers, both new and seasoned, are invited to participate in the “Lead Your Team” program.

The 2-day in-class sessions include:

• From Worker to Manager (Understanding Yourself & Others)
• Best Practices for Searches/Recruiting Effectively
• Behavioral Based Interviewing
• Orienting Your New Employee
• Effective Feedback and Staff Performance Appraisals
• Time Management including How to Delegate
• Workplace Conflicts
• It’s Okay To Be the Boss & Progressive Discipline
• Your Role on Your Employee’s Health & Stress Management
• Leading in a Crisis & Managing Gossip
• How to Influence Others
• Code of Conduct & Ethics - Living by the University Creed

Online programs include: Employment Law Compliance modules (1.5 hours) to be completed prior to the in-class sessions and developmental programs for Effective Leadership modules (1.5 hours) to be completed after the in-class sessions.

<table>
<thead>
<tr>
<th>2015-2016 Sessions</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Fall</td>
<td>Fri, Oct. 16th + Fri, Oct. 30th</td>
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<tr>
<td>Winter</td>
<td>Wed, Jan. 13th + Wed, Jan. 20th</td>
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<tr>
<td>Spring</td>
<td>Tue, Mar. 8th + Tue, Mar. 22nd</td>
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Register your interest at olemiss.edu/hr/training.html. Enrollment confirmation will be sent via email. 14 participants will be selected for each session.