



2019 SUPERVISORS' ACADEMY CURRICULUM

Pre and Post Assignments: (Estimated time to complete all assignments is 5.5 hours over 3 week period)

- DISC online assessment (90 minutes including reading report)
- Read Everest Case Study and respond to questions via the Discussion Board (2 hours)
- Discussion Board #2 (15 minutes)
- Learning Check (60 minutes) – Passing Score of 70% required for successful completion
- Discussion Board #3 (15 minutes) - Completed two weeks after final session

Sessions are 8:30 am – 3:30 pm each day

DAY 1 - Know Yourself and Your Role as a Supervisor

BASE CAMP: A Team in Name Only?

Learning Objectives:

- Apply the principles identified in the case study in your role as a supervisor
- Apply three factors involved in maintaining situational awareness and apply them to decision making
- Apply the factors involved in developing team psychological safety (TPS) and how TPS contributes to effective supervision and team culture

CAMP I: The Valley of Silence - What Lies Beneath: Behaviors and Driving Forces

Learning Objectives:

- Through the DISC online assessment and the report debrief, become aware of your behavioral style, driving forces, and learn how to adapt them to become a more effective supervisor
- Take advantage of the different behaviors and driving forces to create stronger teams

DAY 2 - The Role of Primex³ and Your Role in Risk Management

CAMP II: Reduce the Risk or Manage the Consequences

Learning Objectives:

- Conduct an Incident Review surrounding an incident/accident
- Employ risk management techniques to prevent accidents
- Employ claims management techniques to reduce the cost of claims

CAMP III: Employees and Discipline: As the Air Thins...

Learning Objectives:

- Explain the supervisor's role in addressing performance issues
- Demonstrate skill in engaging a performance discussion
- Demonstrate skill in identifying performance behaviors/issues that should be addressed
- Identify the pitfalls associated with addressing performance issues

DAY 3 - Putting it all In Action



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(continued)

CAMP IV: Tools for the Summit

Learning Objectives:

- Identify key concepts learned in prior sessions of the Supervisors' Academy
- Synthesize key concepts into characteristics of a good supervisor, actions a good supervisor takes, and awareness of the common mistakes to avoid.

THE SUMMIT:

Learning Objectives:

- Formulate ideas, behaviors, and practices into a method for problem solving, decision-making and solutions for effective supervising
- Develop an action plan for applying concepts, tools, and techniques at work

INSTRUCTORS: [Click here](#) for instructor bios

Rick Alpers
Nicole Armaganian
Bob Barry
Sarah Bisson
Jennifer Brennan
David Bullock

Sandy Burroughs
Michelle Champagne-Field
Carol Kilmister
Kathy Morrill
Monica Panait

Mary Beth Purcell
Kate Spillane, Esq.
Phil St. Cyr
Elaine St. Jean
Carl Weber
David Witham



Upon successful completion of the program, participants will receive 2.3 CEUs. Primex³ is an Accredited Provider through the International Association for Continuing Education and Training (IACET).