



## 2021 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 Primex<sup>3</sup> 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



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(continued)

### DAY 3 - Putting it all In Action

#### 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



Upon successful completion of the program, participants will receive 2.3 CEUs. Primex<sup>3</sup> is an Accredited Provider through the International Association for Continuing Education and Training (IACET).