MGTDEV-191: Supervision

Course Description:

In SUPERVISION, the learner applies the skills and tools necessary to perform the functions of a frontline leader. Each learner will demonstrate the application of strategies and transition to a contemporary supervisory role including day-to-day operations, analysis, delegation, controlling, staffing, leadership, problem-solving, team skills, motivation, and training.

Total Credits: 3.00

Course Competencies

1. Analyze the role of a supervisor/manager in the 21st century.
2. Explain strategic, operational, and day-to-day planning.
3. Analyze organizational structures.
4. Delegate tasks.
5. Apply control function to obtain desired results.
7. Explain the staffing function of a supervisor.
8. Identify leadership techniques.
10. Use techniques for employee involvement and teambuilding.
11. Balance personal, management, and employee needs.
12. Create a motivating environment.
13. Propose an employee training cycle.