

AGTS Supervisor's Academy

October 27, 2020 – February 9, 2021

Location: Sheraton Phoenix Airport Hotel, 1600 S 52nd Street, Tempe, AZ 85281

Date	Time	Module	Instructor
10/27/2020	8:30-5:00	Understanding & Managing Temperament/Personality	Laura Royal
11/03/2020	8:30-4:30	Communication Skills	Janet Welch-McGrath
11/17/2020	8:30-3:30	Time Management for Supervisors	Jim Temme
	3:35-3:45	CLASS PHOTO Immediately following class	
12/01/2020	8:30-3:30	Equal Employment Opportunity	Michael Wade
12/08/2020	8:30-4:30	The Hiring Process	Mike Ingersoll
12/15/2020	8:30-4:30	Teams, Team Building & Conflict Management	Jim Temme
1/05/2021	8:30-12:00	Introduction to Leadership	Michael Horne
	1:00-4:30	Leading Change	
1/12/2021	8:30-4:30	Performance Management Part I Overview, Delegation & Motivation	Laura Royal
1/26/2021	8:30-4:30	Performance Management Part II Coaching, Discipline & Corrective Action	Mike Ingersoll
2/02/2021	8:30-4:30	Valuing and Managing Diversity	Michael Horne
2/09/2021	8:30-2:30	Meeting Skills & Personal Action Planning	Laura Royal
	2:35- 3:15	Graduation Ceremony	

For more information, please call AGTS at 480-967-7544, x2 (outside the Phoenix metro area, call toll-free 1-800-970-1270 x2) or www.agts.com