

# AGTS Supervisor's Academy

November 4, 2021 – February 10, 2022

**Location:** Sheraton Phoenix Airport Hotel, 1600 S 52<sup>nd</sup> Street, Tempe, AZ 85281

Date	Time	Module	Instructor
11/4/2021	8:30-5:00	Understanding & Managing Temperament/Personality	Laura Royal
11/18/2021	8:30-4:30	Communication Skills	Janet Welch-McGrath
12/02/2021	8:30-3:30	Time Management for Supervisors	Kai Rambow
	3:35-3:45	<b>CLASS PHOTO</b> Immediately following class	
12/09/2021	8:30-3:30	Equal Employment Opportunity	Michael Wade
12/16/2021	8:30-4:30	Teams, Team Building & Conflict Management	Laura Royal
1/06/2022	8:30-4:30	Valuing & Managing Diversity	Michael Horne
1/13/2022	8:30-4:30	The Hiring Process	Mike Ingersoll
1/20/2022	8:30-4:30	Performance Management Part I Overview, Delegation & Motivation	Mike Ingersoll
1/27/2022	8:30-4:30	Introduction to Leadership Leading Change	Michael Horne
2/3/2022	8:30-4:30	Performance Management Part II Coaching, Discipline & Corrective Action	Mike Ingersoll
2/10/2022	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](http://www.agts.com)