

AGTS Supervisor's Academy

May 4, 2021 – July 27, 2021

Location: Avondale Municipal Operations Center, 399 E Lower Buckeye Rd, Avondale, AZ

Date	Time	Module	Instructor
05/04/2021	8:30-5:00	Understanding & Managing Temperament/Personality	Laura Royal
05/11/2021	8:30-4:30	Communication Skills	Janet Welch-McGrath
05/25/2021	8:30-12:00	Introduction to Leadership	Michael Horne
06/08/2021	8:30-4:30	Valuing and Managing Diversity	Michael Horne
06/15/2021	8:30-4:30	The Hiring Process	Mike Ingersoll
06/22/2021	8:30-3:30	Time Management for Supervisors	Jim Temme
06/29/2021	8:30-4:30	Teams, Team Building & Conflict Management	Jim Temme
07/13/2021	8:30-12:00	Performance Management Part I	Laura Royal
07/15/2021	8:00-3:00	Equal Employment Opportunity <i>(Via ZOOM)</i>	Michael Wade
07/20/2021	8:30-12:00 1:00-4:30	Performance Management Part II Coaching, Discipline & Corrective Action	Mike Ingersoll
07/27/2021	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