

# AGTS Supervisor's Academy - Tempe

**October 17, 2023 – January 30, 2024**

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

<b>Date (TUESDAYS)</b>	<b>Time</b>	<b>Module</b>	<b>Instructor</b>
Oct. 17, 2023	8:30-4:30	Supervision and Temperament Type	Michael Horne
Oct. 24, 2023	8:30-3:30	Time Management for Supervisors <i>(Class photo immediately following class)</i>	Kai Rambow
<i>No Class</i>		<i>No Class</i>	
Nov. 7, 2023	8:30-4:30	Communication Skills	Janet Welch-McGrath
Nov. 14, 2023	8:30-4:30	The Hiring Process	Debra Stapleton
<i>No Class</i>		<i>No Class</i>	
Nov. 28, 2023	8:30-4:30	Introduction to Perf. Mgt. and Overview of Delegation & Motivation	Debra Stapleton
Dec. 5, 2023	8:30-4:30	Coaching Skills <i>(a.m.)</i> Discipline & Corrective Action <i>(p.m.)</i>	Mike Ingersoll
Dec. 12, 2023	8:30-4:30	Introduction to Leadership <i>(a.m.)</i> Leading Change <i>(p.m.)</i>	Michael Horne
Dec. 19, 2023	8:30-4:30	Valuing and Managing Diversity	Michael Horne
<i>No Class</i>		<i>No Class</i>	
<i>No Class</i>		<i>No Class</i>	
Jan. 9, 2024	8:30-4:30	Teams and Team Building	Janet Welch-McGrath
Jan. 23, 2024	8:30-3:30	Equal Employment Opportunity	Michael Wade
Jan. 30, 2024	8:30-12:00	Meeting Skills	Kai Rambow
Jan. 30, 2024	1:00-2:30	Personal Action Planning	Dallas Porter-Stowe
Jan. 30, 2024	2:35-4:00	Graduation Ceremony	Dallas Porter-Stowe