



2025 Supervisory and Management Certificate Program Schedule
(Including Make-up Date and Orientation)
9 a.m. to 4 p.m. Each Day

***Orientation – VIRTUAL (a link will be provided upon registration)**

This will be held on Friday, February 7th from 10:30 a.m. to 11:30 a.m.

Day I: Friday, February 14th – Teresa Harrison, PhD and Mark Teachout, PhD

Fundamentals of Management and Leadership

Objective(s): This module provides an overview of the Supervisory and Management Certificate and a basic framework for effective management and leadership

Day II: Friday, February 21st – M. Teachout

Leading Change | Work Motivation, Employee Engagement, Recognition and Retention

Objective(s): This module aims to enable participants to develop an effective, repeatable process to implement change in their organizations while managing the role of their team in that process.

Day III: Friday, February 28th – M. Teachout

Training & Development | Interpersonal Communication Skills for Managers

Objective(s): This module enables participants to understand and apply different approaches to motivate employees, and the connection with employee engagement and retention.

Day IV: Friday, March 21st – T. Harrison

Staffing your team and organization | Performance Management

Objective(s): To equip participants with the skills to enhance staffing efficiency and effectiveness, covering workforce planning, job analysis, selection methods, and interviewing techniques. Additionally, it provides a comprehensive understanding of performance management, including planning, developing, measuring, rewarding, and overcoming barriers.

Day V: Friday, March 28th – T. Harrison (includes Celebration to mark cohort completion)

Leading Diverse Teams | Conflict Management

Objective(s): To equip participants with the skills and knowledge to effectively lead diverse teams and manage conflict. This course will cover the types and importance of diversity, challenges in managing diverse teams, and strategies for managing millennial and volunteer workers. Additionally, it will address potential legal issues and provide tools for identifying, minimizing, and resolving conflict with a “win-win” approach.

Make-up Date: April 11th (Use in Event of Unexpected Class Cancellation)

- TBD