



SUPERVISORY SKILLS TRAINING

WCA understands the importance of a highly skilled and competitive workforce. We have been working hard to develop and offer our members a supervisory training program to meet the changing needs of the construction industry and its workers. The site supervisor is critical to any construction project's success. And while supervisors are provided with the equipment, materials and manpower, too often they are left without the knowledge to select, motivate and direct their workforce.

WCA is offering for the "first time" a 24 hour **"New" Supervisory Skills Training Course**. **Delivered by Manitoba Industry Training**, course instructor Bill Temple brings with him 37 years of experience in both military and commercial transportation. Bill has developed and facilitated various courses and training programs related to transportation, supervision and leadership.

This course offers training for first time supervisors in 6 sessions with 16 modules. They include the following:

- Part One:** *The Context of Management*
Managerial Competencies, Understanding Culture and Aligning Business Components
- Part Two:** *The Context of Leadership*
Overview of Leadership, Testing for Leadership Qualities, Understanding Motivation
- Part Three:** *The Context of Group Dynamics*
Identifying Group Stages, Situational Leadership, Conflict Management
- Part Four:** *Performance and Time Management*
Setting Goals and Objectives, Communication Skills, Priority and Time Management
- Part Five:** *Managers and Leaders Duties*
Process Improvement, Working with Unions
- Part Six:** *Bringing it Together*

NOTE: Safety Training is a mandatory requirement. In order to receive your certificate you must have completed either the [Legislation 101 course](#) or the [Leadership for Safety Excellence course](#).

Contact your Construction Safety Association of Manitoba for course dates. (PH: 775-3171 or www.constructionsafety.ca)
(This program falls under the Gold Seal Certification "Guidelines")

COURSE SCHEDULE: 3 Tuesday and 3 Thursday afternoons beginning April 1, 2008

Date: Tuesday, April 1 and Thursday April 3
Tuesday, April 8 and Thursday April 10
Tuesday, April 15 and Thursday April 17

Time: Course start time 1:00pm to 5:00pm
24 hour program based on 6 days/ 4 hours per day

Location: WINNIPEG CONSTRUCTION ASSOCIATION
290 Burnell St., Aikins Room

WHO SHOULD ATTEND? ANYONE NEW TO THE POSITION OF A FIRST TIME SUPERVISOR !



Winnipeg
Construction
Association
BUILDING OUR
NEXT CENTURY

FIRST TIME SUPERVISOR SKILLS TRAINING



REGISTRATION FORM

FIRST TIME INTRODUCTORY PRICE: WCA MEMBERS ONLY : \$ 700.00 + GST

PLEASE NOTE: Registration and Cancellation deadline March 25, 2008
50% of registration fee will be retained for cancellations less than 3 business days and 100% of registration fee will be retained for no-shows.

COMPANY NAME: _____

ADDRESS: _____

Postal: _____ **Phone:** _____ **Fax:** _____

ATTENDEE NAME:

1. _____

EMAIL: _____
(Please print clearly)

2. _____

EMAIL: _____
(Please print clearly)

WCA ACCOUNT _____

VISA _____ MC _____ # _____ EXPIRY _____

Signature: _____

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REGISTER NOW - FAX TO WCA: 783-6446