



Online eLearning Webinar Series

Transitioning into Management: Core Skills for "New and Less Tenured" Supervisors and Managers - Core Skills I

Program Summary

This program is designed for persons new to management and supervision or are less tenured in their management position. It is relevant also for those who wish to learn key skills for successful employee management or wanting a refresher in those skills critical to successfully working with individuals and teams.

Program Goals and Learning Outcomes:

At the end of the course, participants will understand key management concepts they can put to work immediately as it relates to working with people. Skills learned are especially relevant to those new to managing people or who need a refresher on these essential skills.

They will be in a position to apply the right people skills for working with direct reports and get off to a reasonably good start until they can get more thoroughly trained on these and other skills.

In addition they will;

- Understand what "joining the management team" entails
- Learn what management's functions and responsibilities are
- Learn Best practices for managing employees and teams
- Learn to utilize Basic Employee Management Principles to motivate their teams
- Learn approaches for focusing on specifics to optimize results
- Be in a position to use effective follow-up to keep employees focused on department/team objectives, and much more

"The webinar interactive system was easy to use. Joyfields staff were very attentive, professional, and well-organized. The presenter was clearly very knowledgeable and professional. A positive experience.."

** Earn up to 4 CE Hours

Date: Please view session dates and Times online

Location: On Your PC

WHO SHOULD ATTEND

All personnel who have direct reports and management responsibility for others.

It is especially relevant for you if you conduct regular performance appraisals, including;

- New and Tenured Frontline Supervisors
- New and Tenured Managers and Administrative Professionals
- Program Directors
- Case Management Supervisors and Managers
- Probation Supervisors and Managers
- Inmate Population Management

This program is especially relevant if you have people who report to you and if you conduct performance appraisals.

Effective Performance Measurement and Quality Assurance Practice

KEY REASON WHY YOU AND YOUR COLLEAGUES SHOULD ATTEND;

- You will network with colleagues to share invaluable ideas and experiences from different parts
- You will meet the finest corrections leaders serious about the business and learn how they do what they do
- You will leave at the end of the program with action steps to take to begin address the challenges you face
- You will learn from an expert faculty what works and know what mistakes to avoid
- We don't stop at just the class room studies. You will learn in discussion groups and trouble shooting sessions how to address the re-entry opportunities ahead
- Learn key skills for great corrections systems leadership
- Learn first hand the best and latest resources for addressing corrections needs and how to apply them

CERTIFICATE COURSE

Upon completion of the course, participants will earn CE Hours plus receive documentation of training hours as evidence of accomplishment and status as a practitioner who has acquired specific new skills. Your document is delivered upon completion of the course.

WHO SHOULD ATTEND

Managers, supervisors and program managers and professionals in behavioral health management, adult, juvenile and adolescent corrections and rehabilitation including;

- Adult and Juvenile Case Managers, Supervisors and Managers
- Probation Officers, Supervisors and Managers
- Behavioral Healthcare and Substance Abuse Professionals
- Psychologists, Psychiatrists and Therapists
- Resident populations managers
- Pastoral counselors
- DWI Court Administrators
- Social Workers & Substance Abuse Counselors
- Researchers & Planners
- Mental Health and Prevention Center Professionals
- Community Services Organizations, Services Providers
- Program Directors and Executives
- Government Agencies
- Pre-Release Specialists

Your company provided an incredible opportunity for professional development and was laser focused around what other facilities are doing regarding reentry and reintegration based on statistical evidence based practices. I personally utilized this workshop from a vendor perspective to ensure the opportunities our company is pursuing in reentry and reform is in line with Best Practices and working towards Evidence Based Practices in the Correctional Industry. I was truly amazed by the detail and level of information your course provided. As a matter of fact, I would say that this was one of the best "hands on" educational programs I have ever attended, including many of the Masters level courses I attended in graduate school. I will be, and have already, STRONGLY recommended this course for our County, DOC, and international correctional customers and would even recommend this to other vendors of the corrections industry interested in providing reentry or rehabilitation services.

This was truly worthwhile and should be a mandatory course for Correctional Leaders everywhere.

Joyfields Institute for Professional Development

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REGISTRATION FEES

Please check/circle where appropriate

***Members— Take 10% OFF**

1st Participant: **\$295**

of Additional Participants _____ X \$195: \$ _____

OR

(PURCHASE OPTIONAL MEMBERSHIP AND SAVE!)

Membership includes 1 (one) Free webinar to use now or later.

Plus save 10% on future Joyfields sponsored fee-based programs for your membership period!

As always, every 4th attendee gets a free registration.

Individual Memberships: _____ X \$395 : \$ _____

Corporate Membership Teams from same organization (select one):

Corporate 5 (price of 4) _____ X \$1595 \$ _____

Corporate 10 (price of 8) _____ X \$3195 \$ _____

Corporate 20 (price of 17) _____ X \$6695 \$ _____

Totals Amount Due: \$ _____

**** Participants will receive webinar access details when registration is processed.]**

Complete your registration by entering participant (s) details on the registration form located on the next page

PAYMENTS AND SUBSTITUTIONS

Please make payments online at www.joyfields.org. 4 More Convenient Ways To Pay:

- **FAX** Completed Registration form to Joyfields at +1(678)605-0271
- **BILL ME** - Will pay by company check. Checks must be payable in US \$ against a US bank and made out to "Joyfields, Inc." and Mail to Joyfields, 5805 State Bridge Road, Suite G255, Duluth, GA 30097
- **CALL** Joyfields for assistance at +1(770)409-8780
- **WIRE** transfer. To pay by wire transfer, send email to wires@joyfields.org to request wiring instructions. Include your phone and fax # and we will send you details for wiring funds Questions? Send email to Yvette Hughes at Yvette@joyfields.org or call +1(770)409-8780.

All payments must be received to participate. If there is a chance payment may not reach us before the program date, a Purchase Order will be required.

Participants may substitute attendees, at any time prior to the program start, with no penalty.

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Please use this form to process your registrations. Complete the form and fax to +1-678-605-0271

Webinar Name: _____ Webinar Dates: _____

Approving Manager Name: _____ Title: _____

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Full Name: _____

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Attendee #5

Full Name: _____

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Attendee #2

Full Name: _____

Email: _____

Title: _____

Attendee #6

Full Name: _____

Email: _____

Title: _____

Attendee #3

Full Name: _____

Email: _____

Title: _____

Attendee #7

Full Name: _____

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Title: _____

Attendee #4

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Title: _____

Attendee #8

Full Name: _____

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**** To register over 8 participants, please make copies of this page. Thank you.**

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