

LEAD1103 - Introduction to Supervision

Credits:	3 (3/0/0)
Description:	This course provides an overview of the practical roles and duties of a supervisor. Emphasis is placed on the development of leadership skills, managerial functions and organizational practices. Course topics include employment law and regulations, development of individual employees and teams, decision-making, human relations, selection and evaluation of employees, issues of safety and employee motivation.
Prerequisites:	
Corequisites:	
Pre/Corequisites*:	
Competencies:	<ol style="list-style-type: none"> 1. Understand the fundamentals of supervision with a basic understanding of the nature of the work performed by a supervisor. 2. Recognize factors relating to the roles of supervisor and subordinates. 3. Apply aspects of leadership, job management and effective employee/supervisor relationships. 4. Provide direction pertaining to issues of work quality and improvement, employee training and orientation. 5. Develop goals, objectives and plans that grow productive teams. 6. Model skills of human resource management, including interviewing, evaluating, disciplining and problem-solving techniques.
MnTC goal areas:	None

*Can be taking as a Prerequisite or Corequisite.