

## 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"> <li>1. Understand the fundamentals of supervision with a basic understanding of the nature of the work performed by a supervisor.</li> <li>2. Recognize factors relating to the roles of supervisor and subordinates.</li> <li>3. Apply aspects of leadership, job management and effective employee/supervisor relationships.</li> <li>4. Provide direction pertaining to issues of work quality and improvement, employee training and orientation.</li> <li>5. Develop goals, objectives and plans that grow productive teams.</li> <li>6. Model skills of human resource management, including interviewing, evaluating, disciplining and problem-solving techniques.</li> </ol>
MnTC goal areas:	None

\*Can be taking as a Prerequisite or Corequisite.