Fundamentals of Supervision

The Fundamentals of Supervision (the FUS) is a cohort specifically designed for aspiring, and recently appointed individuals in supervisory positions at MC. In addition to examining the essential skills and knowledge required of supervisors, the FUS seeks to guide MC employees through the complex landscape of modern supervision, where change, tradition and innovation are in always in play.

The FUS imparts knowledge of and experience with core skills cited as critical in first-line supervisory jobs at MC. The FUS is structured on the tri-pronged management approach used at Montgomery College: managing yourself, managing others, and navigating the system.

Classes are a combination of virtual and in-person sessions.

First step to admission to the cohort is to submit an application which requires supervisory approval. The FUS is open to all MC employees—faculty, staff, and administrators. First class is November 8, 2023, and ends with a final class that involves Project Presentations and graduation event on June 13, 2024.

Application deadline is **November 6, 2023.**

Fundamentals of Supervision - FY 2024

Date	Class
November 8 (full day)	Orientation to Leadership and Management
November 29 (half day)	Making the shift to Supervisor: Individuals, Teams, Tasks
December 6 (half day)	Debrief Session 1
December 20 (half day)	Essential Management Tools
January 30 (full day)	Conflict Style and Competence
January 31 (full day)	Debrief Session 2
March 20 (half day)	Trust, Feedback and Performance
April 9 (full day)	Leadership and Coaching
April 24 (half day)	Defining the Work, Delegating and Decision Making
April 25 (half day)	Debrief Session 3
May 8 (full-day)	Getting Things Done MC Style
May 16 (full-day)	**Make-up day for cancelled class** (only if necessary)
June 13 (full-day)	**Project Presentations - Graduation**

For more information, *contact Richard Forrest, Training and Development Coordinator. Use MC LEARNS to apply and register. Class days vary so please check calendars carefully. Full-day class time is 8:45 a.m. – 4:15 p.m.*

Please register in MC Learns to obtain an application.

Professional Development