



Illinois Public Employer Labor Relations Association

www.ipelra.org

Presents its Annual Supervisory Training Program:



ESSENTIAL SKILLS FOR SUPERVISORY SUCCESS

Winner of the National PELRA Pacesetter Award

August 9, 2022

**Village of Hoffman Estates
1900 Hassell Road
Hoffman Estates, IL 60169**

**9:00 am – 4:00 pm
(Registration begins at 8:30 a.m.)**

Presented By: **Members of the IPELRA 2022 Supervisory Skills Training Team**

Training sessions will be conducted by the IPELRA Supervisory Training Team – a team of professionals in the field that collectively offers years of practical, hands-on human resources and public sector experience, a legal perspective and insights, and extensive labor relations expertise.

**DUE TO SPACE LIMITATIONS (50 participants in each location)
REGISTRATION IS LIMITED TO A MAXIMUM OF 3 ATTENDEES FROM ANY ONE EMPLOYER**

This **basic** course for new or newer supervisors in union and non-union environments has been developed by IPELRA specifically for its members ... and will include what supervisors need to know as supervisors. It can also be used as an entry-level “brush-up” course for not-so-new supervisors.

This full day of skills training will cover the following topics:

- **Making the Transition from Peer to Boss**
- **Resources You Need to Know – Policies, Contracts, HR Associations**
- **Communication, Coaching & Counseling Employees**
- **Having Difficult Conversations**

- **Performance Appraisals & Performance Improvement Plans**
- **Harassment and Discrimination**
- **Recruitment and Hiring**
- **Legal Implications – Sick Leave/FMLA, WC/ADA/EAP, Fitness for Duty**

REGISTRATION FEE: \$199 Members; \$219 Organizational Associates of Members; \$249 Non-Members

[CLICK HERE TO REGISTER](#)

This training is intended for supervisory & management personnel only