"This course is a 'must have' for new and existing supervisors! Great tools to help every supervisor succeed!

Coaching & Counseling

Sept. 16th

A one-day, dynamic class for public safety supervisors on how to provide more effective coaching and counseling for employees and build accountability among their team

Presented by

Performance Leadership Institute Incorporated

Instruction by Captain Randy Barnes

Do your supervisors need more tools and confidence in managing employee behavior?

Could your supervisors benefit from more techniques and practice in dealing with problem employees?

Do you wish your supervisors were better at coaching new team members to success rather than only getting involved when it reaches a disciplinary stage?

Do your supervisors need more skills in holding team members accountable for outcomes?

Do your supervisors need to know about their role and the legalities of employee discipline processes?

Cost:
$150 for the first person from your agency; $125 each for additional registrations from the same agency

Locations & Dates:
Edmonds, WA Police Department on Sept. 16th

Eligible for 8 training hours through CJTC

Effective performance management is the key to success for any supervisor. Learning how to effectively coach and counsel employees to success and hold them accountable for outcomes is not only necessary, but integral for effective supervision. This training teaches participants tried and true techniques for one-on-one coaching and counseling of subordinates, dealing with problem employees, setting a high standard of performance and accountability on their teams and helping correct behavior before it gets worse and leads to discipline or termination.

By the end of the training, participants will:

- Gain a clear understanding concerning the various dynamics that impact employee performance
- Understand the impacts of leadership upon these dynamics
- Receive a proven method to help determine the "root causes" behind employee behavior
- Learn tested methods used in planning a course of action to address performance deficiencies
- Learn the steps necessary when counseling an employee that provide a high likelihood for success while setting the stage for potential disciplinary action in the future
- Learn the basic "Just Cause" requirements and Case Law that helps define legitimate discipline.

This course is targeted to new and existing supervisors and sergeants as well as those in line for promotion.

"The most important thing as a supervisor is to help my team succeed. This class gave me great tools to help identify why problems exist and insight into how to fix them. A 'Must Attend' for new supervisors!"

"This was a great course that helped me better communicate expectations and understand directive counseling. "

"Randy Barnes is an excellent instructor and uses real-world examples of how the training can help if applied in our jobs."

For More Information or TO REGISTER:

Contact April Lee at Performance Leadership Institute, Inc. for more information or to register.

(541) 490-5300 ***alee@pli.us.com***

PERFORMANCE LEADERSHIP INSTITUTE
INCORPORATED

TRAINING REGISTRATION FORM

Name of course: *Coaching & Counseling* **Location:** *Edmonds, WA*

Course Dates: *Sept. 16, 2013*

Agency Name: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Fax: _____ **Phone:** _____ **Email Address of training officer:** _____

We want to register the following personnel in the course noted above:

Name: _____ Rank/Title and Email: _____

Name: _____ Rank/Title and Email: _____

Name: _____ Rank/Title and Email: _____

How did you hear about this course? _____

Payment Options:
(All payments must be made prior to the class date)

☐ **Check Enclosed** Payable to Performance Leadership Institute, Inc. PO Box 1214, Hood River, OR 97031

Check Number: _____ Amount: _____

☐ **Charge to:** o VISA o MASTERCARD

Card Number: _____

Expiration Date: _____

Name of Card Holder (Please print) _____

Billing Address for the card: (including, address, city, state and zip) _____

_____

Authorized Signature: _____

For Office Use Only:

Approval Code: _____

Ref. No. _____

☐ **Bill** my department at the address listed above—payment will be made prior to the class date.

_____

SUBMIT THIS FORM TO: April M. Lee, Performance Leadership Institute, Inc., PO Box 1214, Hood River, OR 97031 or Fax it to: (541) 436-0600 or Email it to alee@pli.us.com