**First Time Supervisor: Strategies for a Successful Transition**

**Description:**
Gain access to the success game plan you've been looking for, and successfully create who you need to be for your new role and responsibilities.

How can you avoid the mistakes and unexpected challenges that can come with being a new supervisor? You'll learn the key factors that make for a smooth, effective transition to supervisor. We'll begin with the early, foundational stage of your job, when strong supervisory skills get established. We'll cover the all-important assessment process, proceeding to the elements that most ensure supervisory success. You'll discover the hidden aspects that impact supervision in different work environments, along with critical components that will drive your ultimate success. Succeeding as an individual contributor or team member in your organization is a different skill set than succeeding as a supervisor. The habits, skills and qualities that got you promoted as an employee need to be revisited and reviewed in the context of your new, larger supervisory role.

**Learning Objectives:**
- You will be able to describe what happens when you're a new supervisor.
- You will be able to discuss leadership skills vs. management skills.
- You will be able to identify skilled vs. unskilled labor.
- You will be able to review critical factors to success as a new supervisor.

**Contents:**
- What Happens When You're a New Supervisor
  - Changed Relationships With Peers
  - Perceptions of Authority, Behavior
  - From Union to Nonunion
- Savvy Assessment: Soft and Hard Skills
  - Three Critical Meetings: You, Your Manager, Your Reports
  - Assessing Your Supervisory Skills
  - Getting Clear: Your Manager
  - Assessing Your Direct Reports
- Filling In the Gaps: Supervisory Skills Training
  - Short Term Seminars
  - Long Term Group Training
  - Continuous Improvement for Company Goals
  - Individual Performance and Development
- Leadership Skills vs. Management Skills
  - Expertise and Expectations
- Coaching vs. Mentoring
  - Investment, Goals
- Skilled vs. Unskilled Labor
  - Intention, Mindset
- Technical vs. Administrative
- Implementing Change as a New Supervisor
- Critical Factors to Success as a New Supervisor
  - Why Good Employees Quit
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