

NEW SUPERVISOR DEVELOPMENT PROGRAM

COURSE CATALOG (July 2009 to December 2009)

DATE	COURSE	TIME	LOCATION	FACILITATOR
July 9, 2009	WELCOME AND INTRO TO NSDP	8:30am-5:00pm	600 S. Commonwealth Ave. Los Angeles, CA 90005 OAPP 9th Floor, Conference Rm 907A	ODT
July 15, 2009	PUBLIC HEALTH OVERVIEW QUALITY IMPROVEMENT DPH STRATEGIC PLAN HR 101	8:30am-5:00pm	Sheriff's Department 1000 S. Fremont Ave. Classroom 3 Alhambra, CA 91803	ODT Quality Improvement Planning, Evaluation & Development DPH-HR
July 21, 2009	SUPERVISION AND PERFORMANCE MANAGEMENT (Day 1 of 2)	8:00am-5:00pm	PH Lab Training Room 12750 Erickson Avenue Downey, CA 90242	ODT-DHR
July 22, 2009	SUPERVISION AND PERFORMANCE MANAGEMENT (Day 2 of 2)	8:00am-5:00pm	PH Lab Training Room 12750 Erickson Avenue Downey, CA 90242	ODT-DHR
August 11, 2009	BUILDING A POSITIVE WORK ENVIRONMENT (Day 1 of 4)	8:30am-5:00pm	California Endowment 1000 N. Alameda Street Los Angeles, CA 90012	ODT
August 13, 2009	EMOTIONAL INTELLIGENCE	8:30am-5:00pm	600 S. Commonwealth Ave. Los Angeles, CA 90005 OAPP 9th Floor, Conference Rm 907A	ODT
August 18, 2009	FAMILY MEDICAL LEAVE (AM) EARLY RETURN TO WORK (PM)	9:00am to 11:00am 2:00pm to 4:00pm	Ferguson Complex 5555 Ferguson Dr. Central Lobby Room, 120-28 Commerce, CA 90022	ODT
August 25, 2009	PUBLIC SPEAKING I (PM)	1:00pm to 5:00pm	Ferguson Auditorium 5555 Ferguson Dr. Commerce, CA 90022	ODT
August 27, 2009	REASONABLE ACCOMMODATION	8:00am to 12:00pm	Ferguson Complex 5555 Ferguson Dr. Central Lobby Room, 120-28 Commerce, CA 90022	DPH-HR
September 10, 2009	BUILDING A POSITIVE WORK ENVIRONMENT (Day 2 of 4)	8:30am-5:00pm	600 S. Commonwealth Ave. Los Angeles, CA 90005 OAPP 9th Floor, Conference Rm 907A	ODT
September 17, 2009	7 HABITS OF HIGHLY EFFECTIVE PEOPLE (DAY 1 OF 2)	8:30am-5:00pm	PH Lab Training Room 12750 Erickson Avenue Downey, CA 90242	ODT

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September 22, 2009	7 HABITS OF HIGHLY EFFECTIVE PEOPLE (DAY 2 OF 2)	8:30am-5:00pm	Ferguson Auditorium 5555 Ferguson Dr. Commerce, CA 90022	ODT
September 23, 2009	EMPLOYEE EVALUATION AND DISCIPLINE GUIDELINES (AM) DISCRIMINATION PREVENTION (PM)	8:00am to 12:00pm 1:00pm to 5:00pm	Ferguson Complex 5555 Ferguson Dr. Central Lobby Room, 120-28 Commerce, CA 90022	DPH-HR
October 8, 2009	BUILDING A POSITIVE WORK ENVIRONMENT (Day 3 of 4)	8:30am to 5:00pm	600 S. Commonwealth Ave. Los Angeles, CA 90005 MCAH 8th Floor, Conference Rm B	ODT
October 21, 2009	SEXUAL HARASSMENT PREVENTION (AM)	8:00am to 12:00pm	Ferguson Complex 5555 Ferguson Dr. Central Lobby Room, 120-28 Commerce, CA 90022	DPH-HR
October 22, 2009	PERFORMANCE EVALUATION	8:00am to 5:00pm	PH Lab Training Room 12750 Erickson Avenue Downey, CA 90242	ODT-DHR
October 27, 2009	DOMESTIC VIOLENCE PREVENTION (PM)	1:00pm to 5:00pm	Ferguson Auditorium 5555 Ferguson Dr. Commerce, CA 90022	ODT-DHR
November 3, 2009	BUILDING A POSITIVE WORK ENVIRONMENT (Day 4 of 4)	8:30am-5:00pm	PH Lab Training Room 12750 Erickson Avenue Downey, CA 90242	ODT
November 17, 2009	SELECTIVE INTERVIEWING (AM) COACHING FOR PERFORMANCE IMPROVEMENT (PM)	8:30am-5:00pm	Ferguson Auditorium 5555 Ferguson Dr. Commerce, CA 90022	ODT-DHR
November 18, 2009	EFFECTIVE DISCIPLINE	8:00am-5:00pm	Ferguson Auditorium 5555 Ferguson Dr. Commerce, CA 90022	ODT-DHR
November 24, 2009	CRUCIAL CONFRONTATIONS (DAY 1 OF 2)	8:30am-5:00pm	600 S. Commonwealth Ave. Los Angeles, CA 90005 OAPP 9th Floor, Conference Rm 907A	ODT
December 1, 2009	CRUCIAL CONFRONTATIONS (DAY 2 OF 2)	8:30am-5:00pm	Telstar 2nd Fl Conf. Rm. 201/205 9320 Telstar Ave El Monte, CA 91731	ODT

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December 8, 2009	RISK MANAGEMENT (AM) HR 102 (PM)	8:30am-12:00pm 1:00pm-5:00pm	PH Lab Training Room 12750 Erickson Avenue Downey, CA 90242	RISK MANAGEMENT DPH-HR
December 10, 2009	PROJECT MANAGEMENT	8:30am-5:00pm	600 S. Commonwealth Ave. Los Angeles, CA 90005 MCAH 8th Floor, Conference Rm B	ODT
December 15, 2009	GRADUATION DAY	8:30am-5:00pm	ST. ANNE'S 155 N. Occidental Blvd. Los Angeles, CA 90026 Office: (213) 381-2931 ext. 213	ODT