

**PMPA Supervisor College Program**  
**EFFECTIVE SUPERVISION SEMINAR**  
November 13 - 14, 2008 – Milwaukee, WI

PMPA is offering a one and a half day training program that will benefit supervisors, human resource staff, managers and owners. While the program is aimed at front-line supervisors, all individuals within your company who manage and supervise employees will benefit.

The program will be divided into three – 4-hour sessions

- Module 1
  - Managing Performance.
- Module 2
  - How to Navigate the Employment Minefield.
  - Hiring Do's and Don'ts.
- Module 3
  - What to do when workers cannot work.
  - Handling employee performance problems.

Please see the enclosed outline for a complete course description.

**Course Highlights**

- Instruction by PMPA HR legal counsel Millisor & Nobil.
- Take-home Manual provided.
- Certificate awarded upon completion.
- This course qualifies for PMPA Education Foundation Grant Reimbursement .

**Instructor**

Seminar Leader will be an Attorney-at-Law from Millisor & Nobil Co., LPA, who specializes in labor and employment law. For many years, PMPA has retained Millisor & Nobil to advise members on special human resources issues.

**Course Schedule and Costs**

The class is scheduled **Thursday, November 13, 2008** from 8:00-5:00 pm and **Friday, November 14, 2008** from 8:00 am-12:00 Noon. The class will be held at the **Courtyard by Marriott Hotel, 16865 W. Blue Mound Road, Brookfield (Milwaukee), Wisconsin 53005.**

Tuition for the class is **\$700.00 per person**, which includes expert training, a take-home manual, breakfast each day and lunch Thursday.

**Tuition Reimbursement Grant**

The PMPA Education Foundation has made available grants to reimburse member companies one-half the cost of the tuition per participant. Visit the PMPA Education Foundation website for more information: [www.pmpa-foundation.org](http://www.pmpa-foundation.org)