

## **PMPA Supervisor College Program EFFECTIVE SUPERVISION**

Good supervisors are made, not born...and this is especially true in the current labor law environment throughout the United States. Accordingly, 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 - four 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 Melanie Webber, Attorney-at-Law with Millisor & Nobil Co., LPA, which specializes in labor 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, June 5, 2008** from 8-5 pm and **Friday, June 6, 2008** from 8-Noon. The class will be held at the Holiday Inn Cleveland South, Rockside Road & I-77, Independence, OH. Contact the Holiday Inn for room reservations, (216) 524-8050. Note: PMPA does not have a room block.

Tuition for the class is \$580 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.