

## Furthering Skills to be a Sought-After Supervisor

Whether an approved supervisor or considering becoming a supervisor, COMAR 10.42.08.04A(2)(c) requires 3 hours of supervision training every licensing period. A good supervisor places a high priority on coaching, mentoring, and advocating for employees. You must work to establish suitable goals, action plans, and time lines. The supervisor delegates and provides ongoing guidance and support. You are sometimes confronted with walking a fine line between being a supervisor and the employee's confidant. Learn to further your skills and share tips of the trade!

9:30 a.m. ~ 12:30 p.m.

3 Category I CEUs

Certificate received same day!



\$45 only!

FREE Parking!

8500 Dunbar Avenue  
Hyattsville, MD 20785  
Do not park too close to mailboxes

Mon, September 9, 2019

Walk-ins welcome for  
an additional \$15.00  
(Cash/Money Order)

EFFECTIVE SUPERVISION

- Clear goals
- Accountability
- Ethics/consistency
- Open & clear communication
- Intentional staff development
- Different for every person you supervise
- Encourage experimentation & assessment
- Balances high productivity & morale/rapport-building

Trainer:

Frances James, LICSW, LCSW-C



# Kayla's Village Training Pre-Registration Form

PLEASE PRINT CLEARLY.

Name	
Address	
City, State, Zip Code	
Cell Phone	
Email	
Professional License Number	
State in which License Issued	
Agency Affiliation	

Pre-registration **AND** payment **RECEIVED** at least one week prior **\$45.00** or **\$15.00 additional fee**.

*Walk-ins, please bring CASH or MONEY ORDER*

Training Title	Furthering Skills to be a Sought-After Supervisor
Training Date	Monday, September 9, 2019
Training Time	9:30 a.m. ~ 12:30 p.m.
Location	8500 Dunbar Avenue, Landover, Maryland 20785

**NO refund given to those pre-registered who fail to attend the training unless the session is canceled or rescheduled by Kayla's Village.**

## Training Information

Fax pre-registration form to **(410) 457-3197**. No cover sheet needed. **CONFIDENTIAL** fax.

You may email photo of form, necessary information, or scan mentioning you are paying via PayPal.

***Session may be cancelled due to lack of registration. Pre-registrants would be contacted.***

Pay via checking account at [www.paypal.com](http://www.paypal.com) by having payments sent to [kaylasvillage@aol.com](mailto:kaylasvillage@aol.com) \_\_\_\_\_

[check here](#)

Credit and Debit Cards **NOT** accepted. Mail checks or money orders, made payable to

***Kayla's Village***

**3505 16<sup>th</sup> Street, N.W., Washington, D.C. 20010**

***There is a \$25.00 return check fee required.***

***THANK YOU! Tonya M. Logan, Kayla's Village Founder & CEO***