

DESCRIPTION

Succeeding as a foreman is no accident. Effectively motivating workers, communicating both upward and downward, and dealing with the public are crucial skills. This training is designed to enhance both your skills and your confidence.

This session will focus on motivating employees, situational leadership, generational differences, and creating a learning environment.

Whether you are a veteran foreman or someone who hopes to achieve that position in the future, you will benefit from this program.

Note: These sessions are stand-alone workshops, and can be taken independent of each other. Attendance in Succeeding as a Foreman I is not a prerequisite to Succeeding as a Foreman II.

Contact dan@baystateroads.org for additional information.

Maximum class size is 30

SPEAKER

ROCKIE BLUNT, ED. D.

Rockie Blunt is president of Blunt Consulting Group, a West Boylston-based firm that offers management and organizational communications training and consulting services to companies and organizations throughout New England. He has worked extensively with municipal and state agencies, and has built a reputation as a lively speaker who delivers informative seminars.

WHO SHOULD ATTEND

The program is open to all foremen or supervisors who are responsible for the day-to-day management of field operations for their towns. Whether you are a veteran foreman or someone who hopes to achieve that position in the future, you will benefit from this program.

This course counts towards 1 Roads Scholar



Credit/0.5 CEUs

SUCCEEDING AS A FOREMAN II



August 15, 2012 Northampton

August 22, 2012 Sterling

August 23, 2012 Concord

August 29, 2012 Taunton

August 30, 2012 Hyannis



This Baystate Roads Program (LTAP) workshop is a cooperative effort of the Federal Highway Administration, Massachusetts Department of Transportation and the University of Massachusetts Transportation Center.

ST 140031

Baystate Roads Program
UMass Transportation Center
214 Marston Hall
130 Natural Resources Rd
Amherst, MA 01003

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U.S. Postage
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Permit No 2
Amherst, MA

SUCCEEDING AS A FOREMAN II

Agenda

8:00 AM	Breakfast/Registration
8:30	Course Introduction/Objectives
8:45	Situational Leadership
9:15	Motivating Your Crew and Building Trust
10:00	Break
10:15	Managing Different Generations
11:00	Promoting a Learning Culture
12:00 PM	Lunch
1:00	Dealing with Challenging Employees
2:15	Break
2:30	Dealing with Challenging Employees (cont.)
3:30	Evaluations/Certificates/Adjourn

Workshops Coming Soon!!!

- Snow and Ice 2012
- Municipal Retroreflectivity
- Right of Way for Complete Streets
- Flagger Certifications
- Every Day Counts Exchange
- ...and more!

Succeeding as a Foreman II

August 15, 2012
<i>Hotel Northampton</i>
<i>36 King Street</i>
<i>Northampton, MA 01060</i>
August 22, 2012
<i>Chocksett Inn</i>
<i>59 Laurelwood Road</i>
<i>Sterling, MA 01564</i>
August 23, 2012
<i>Concord's Colonial</i>
<i>48 Monument Square</i>
<i>Concord, MA 01742</i>
August 29, 2012
<i>Holiday Inn</i>
<i>700 Myles Standish Blvd</i>
<i>Taunton, MA 02780</i>
August 30, 2012
<i>Cape Codder Resort</i>
<i>1225 Iyannough Road</i>
<i>Hyannis, MA 02601</i>

Why Register Online?

-Instantly confirm registration!
-View how many seats are left!
-View all courses currently accepting registrations!
-View workshop flyers as well as Newsletters and Tech Notes!
-Save paper and time!

*PLEASE DETACH AND MAIL THIS REGISTRATION FORM WITH PAYMENT AFTER REGISTERING ONLINE

SUCCEEDING AS A FOREMAN II

NAME: _____
 TITLE: _____
 AGENCY: _____
 ADDRESS: _____
 TOWN OR CITY & ZIP: _____
 TELEPHONE: _____

Dates Requested: _____

Location (city/town): _____

PLEASE REGISTER ONLINE! www.mass.gov/baystateroads

REGISTRATION FEE

\$50.00 municipal/\$75.00 private sector

Light breakfast, lunch
and course materials are included.

Send checks payable to "University of Massachusetts", to:
 Chris Ahmadjian, Baystate Roads Program UMITC,
 214 Marston Hall, 130 Natural Resources Rd, Amherst, MA 01003
 Make checks payable to:
 The University of Massachusetts
 Cancellations must be received 4 days prior to
 the workshop or you will be invoiced.

Cash or checks are accepted upon arrival.