

**NO R.S.V.P.
REQUIRED!**

UCSD STUDENT AFFAIRS

SUPERVISOR TRAINING SERIES

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**FREE
CONTINENTAL
BREAKFAST AT ALL
WORKSHOPS!**

APPLYING STUDENT DEVELOPMENT THEORIES TO SUPERVISING STUDENTS

Friday, October 31, 2008 (8:30 a.m. – 9:30 a.m.) Price Center East, Level 4, Forum Room

Gary Ratcliff, Ph.D., Assistant Vice Chancellor – Student Life

Knowledge of the developmental challenges students encounter as young adults can improve your ability to supervise student employees. Introduce yourself to the classic theories of student development and learn how to apply these theories to supervising student employees. Theories reviewed include those related to the development of students' identity, moral judgment, and intellectual development.

FUNDRAISING FOR SUPERVISORS

Friday, November 21, 2008 (8:30 a.m. – 9:30 a.m.) Price Center East, Level 4, Forum Room

Kim Signoret-Paar, CFRE, Director of Development – Student Affairs

The key to giving is giving to something one cares about, and you are in contact with those who care about your Student Affairs area and our students. Learn the fundamentals of philanthropy and learn what you can do to bring a gift to your department, Student Affairs, or the University.

SUPERVISING AND MANAGING DIFFICULT EMPLOYEES

Friday, January 30, 2009 (8:30 a.m. – 9:30 a.m.) Price Center East, Level 4, Forum Room

Dr. Bill Johnson, Psy.D., Psychologist – Counseling and Psychological Services

Negotiating workplace problems can be challenging especially when an employee is involved and the problem has not been addressed directly. Learn how to address common workplace problems and use effective intervention approaches that involve fair and transparent procedures to dealing with difficult employees.

TRANSITIONING FROM EMPLOYEE TO SUPERVISOR

Friday, February 20, 2009 (8:30 a.m. – 9:30 a.m.) Price Center East, Level 4, Forum Room

Janice Armellino, Assistant Registrar – Enrollment Services and Academic Records

Emily Marx, Director – Center for Student Involvement

John Payne, Associate Director – University Centers Administration

Switching from being staff to the new supervisor poses unique challenges when staff are use to you being one of the gang. A panel of three supervisors who made this transition will provide first-hand advice on how to make this transition smoothly and effectively.

SUPPORTING AND SUPERVISING NEW EMPLOYEES

Friday, March 20, 2009 (8:30 a.m. – 9:30 a.m.) Price Center East, Level 4, Forum Room

Lynn Anderson, Dean – International Education and Director – International Center

Improve your ability to provide the support that new employees need to become fully trained and integrated members of your staff. Using theories on staff development, learn how to meet the needs of new employees without having them become needy. Exploring case studies, find out ways to structure training to take into account what staff need to know and how they learn. Attendees are encouraged to share their experiences.

FUELING CREATIVITY IN YOUR DEPARTMENT

Friday, April 3, 2009 (8:30 a.m. – 9:30 a.m.) Price Center East, Level 4, Forum Room

Gary Ratcliff, Ph.D., Assistant Vice Chancellor – Student Life

Martin Wollesen, Director – University Events Office

It takes creativity to develop, brand, and market a new program or service. Learn techniques that you can use to spark creative brainstorming discussions with your staff. Includes techniques from the book *Made to Stick: Why Some Ideas Survive and Others Die*.

DIFFICULT DIALOGUES

Friday, April 17, 2009 (8:30 a.m. – 9:30 a.m.) Price Center East, Level 4, Forum Room

Gary Anderson, Director – Intergroup Relations Program

Strengthen your ability to discuss hot button issues with your staff through this interactive workshop that explores the Intergroup Dialogue model of communication. Learn practical skills to help you create an office environment that normalizes conflict, encourages dialogue over debate, and emphasizes understanding rather than agreement. The approach is especially effective for diverse office settings.

SUPERVISING WITH EMOTIONAL INTELLIGENCE – PART II

Friday, May 8, 2009 (8:30 a.m. – 9:30 a.m.) Price Center East, Level 4, Forum Room

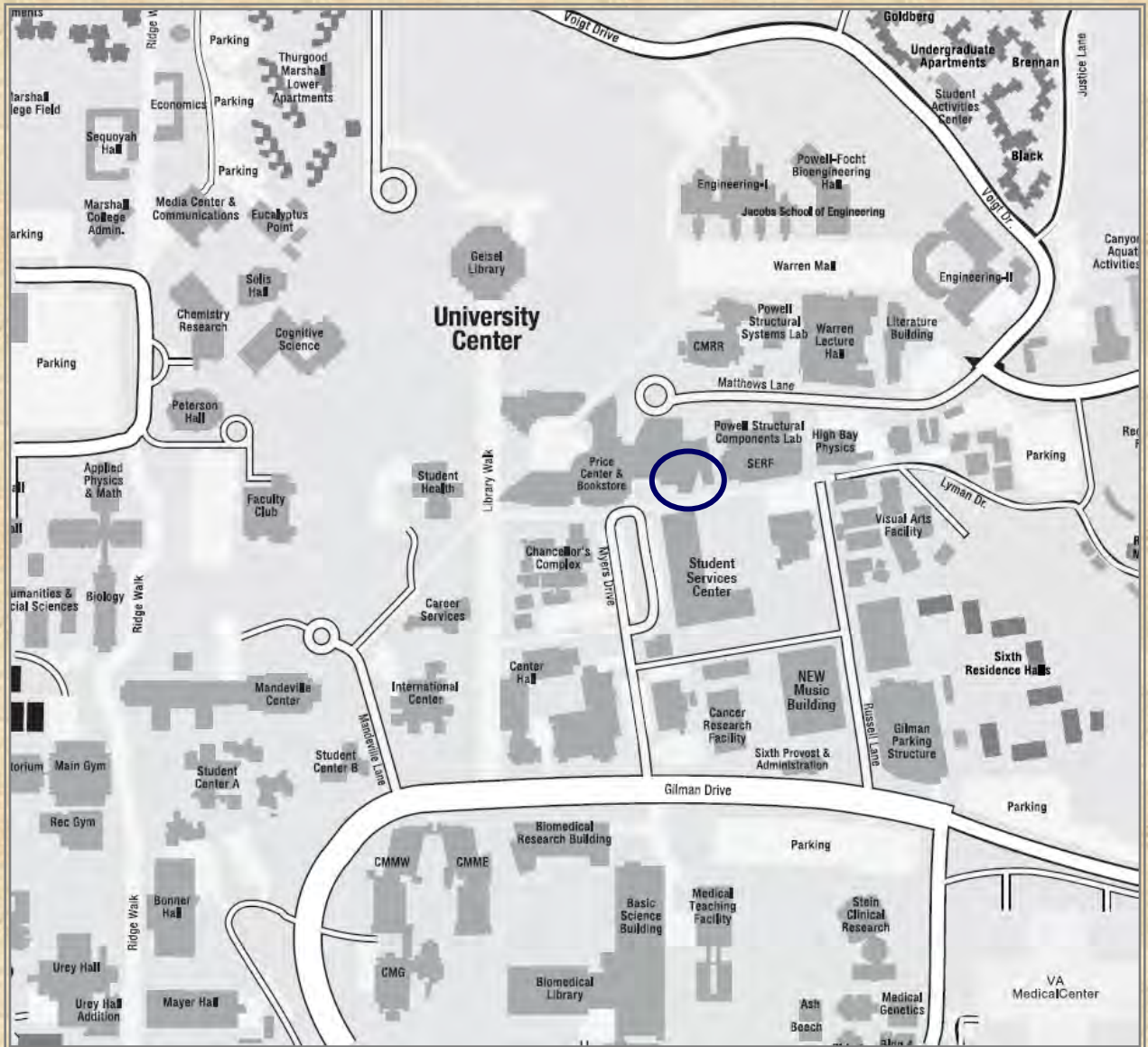
Dr. Reina Juarez, Ph.D., Director – Counseling and Psychological Services

Applying the concepts of supervising with emotional intelligence, learn how to use self-awareness, mood management, empathy, and relationship management to bring about success, wellbeing, and happiness in your professional and personal life. Includes a review of the foundational concepts of supervising with emotional intelligence including the brain-heart connection, "mindsight," resonance and attunement.

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2008-09

PRICE CENTER EAST, LEVEL 4, FORUM ROOM



FOR MORE INFORMATION, CONTACT
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