

# LEADERSHIP FUNDAMENTALS FOR NEW SUPERVISORS

Congratulations! You've been promoted to supervisor. So now it's not what you know but your ability to teach others what you know that counts. It's not your drive to get things done but your ability to motivate others to get them done. It's not being a team member... it's being the team leader.

In other words, the skills that got you to supervisor can't make you successful as a supervisor. To achieve success, you need a firm grasp of supervisory leadership skills – the skills you'll learn at *Leadership Fundamentals for New Supervisors*.

This intensive new seminar from Dale Carnegie Training® provides everything you need to know to achieve outstanding results through others. Of course, you cover the basics like planning, organizing and control, but the real focus is on building your interpersonal effectiveness.

Spend two days with us and learn how to gain employee commitment, lead confidently and motivate employees to peak performance.

Jump start your new career as a supervisor. Register for *Leadership Fundamentals for New Supervisors*.

## LEARN HOW TO

- Transition successfully from worker to supervisor
- Get workers to buy into the organization's goals
- Turn around poor performers
- Give people a sense of ownership in their jobs
- Establish your credibility right from the start
- Conduct worthwhile performance reviews
- Reduce absenteeism in your area
- Delegate efficiently
- Work smarter, not harder
- Run meetings that actually accomplish something
- Plan your work and work your plan
- Use a few key monitoring tools to keep projects on schedule
- Use RAVE as a performance improvement tool

## WHO SHOULD ATTEND

New supervisors who want to make a smooth, successful transition into their new roles.



For more information  
or to register, visit us at  
[www.dalecarnegie.com](http://www.dalecarnegie.com)