Comprehensive Public Training Program

REVISED SUPERVISORY MANDATORY TRAINING REQUIREMENTS

Benefits

- Provides supervisors with needed skills
- FASTER
- Extensive use of web-based training with ILT as appropriate
    - Flexibility
    - On demand and always available
    - Resource-conscious
    - High Quality
- Provides safeguards for agencies
- Sets the stage for a Learning Organization

Course Development
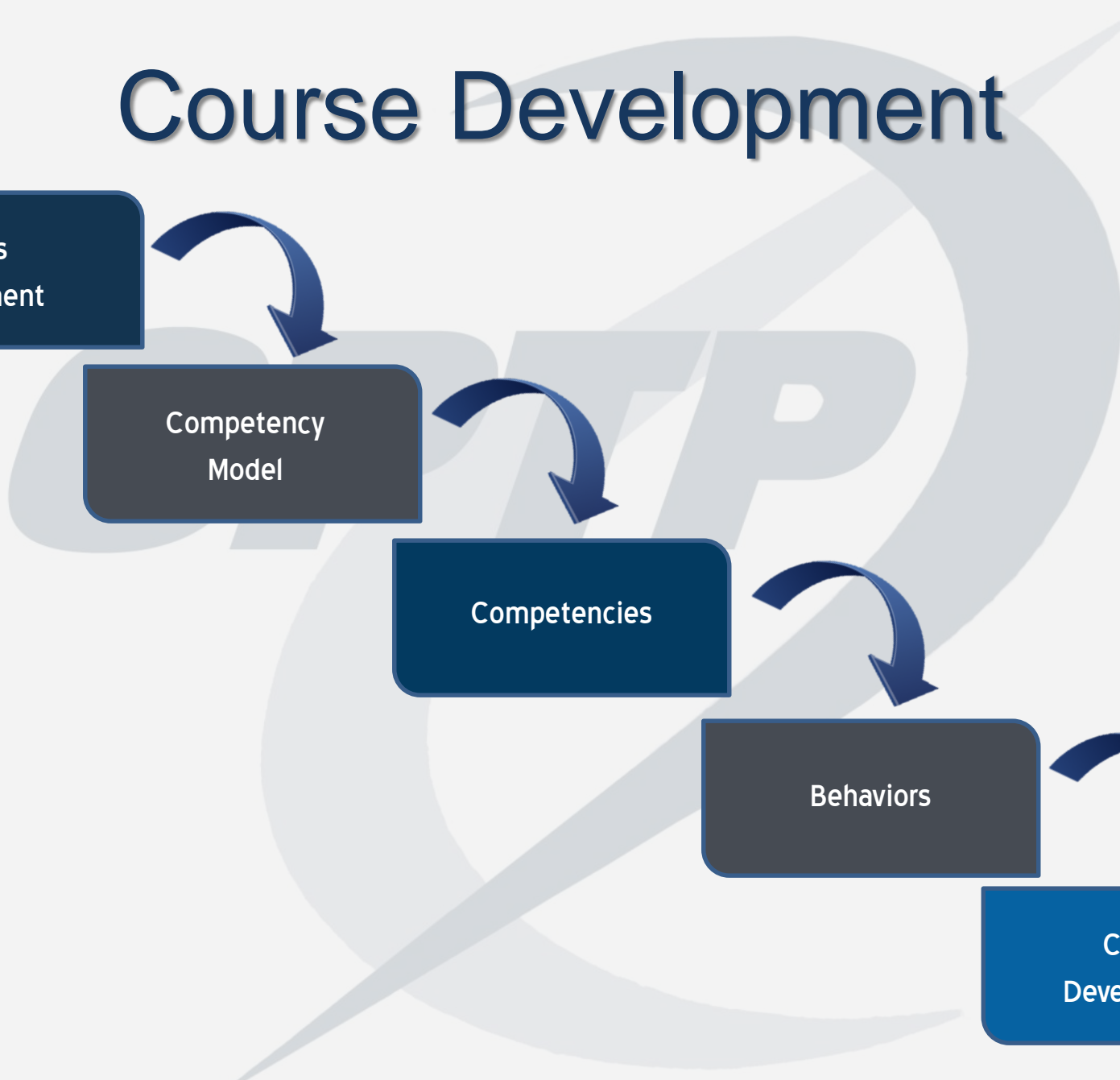
Needs Assessment

Competency Model

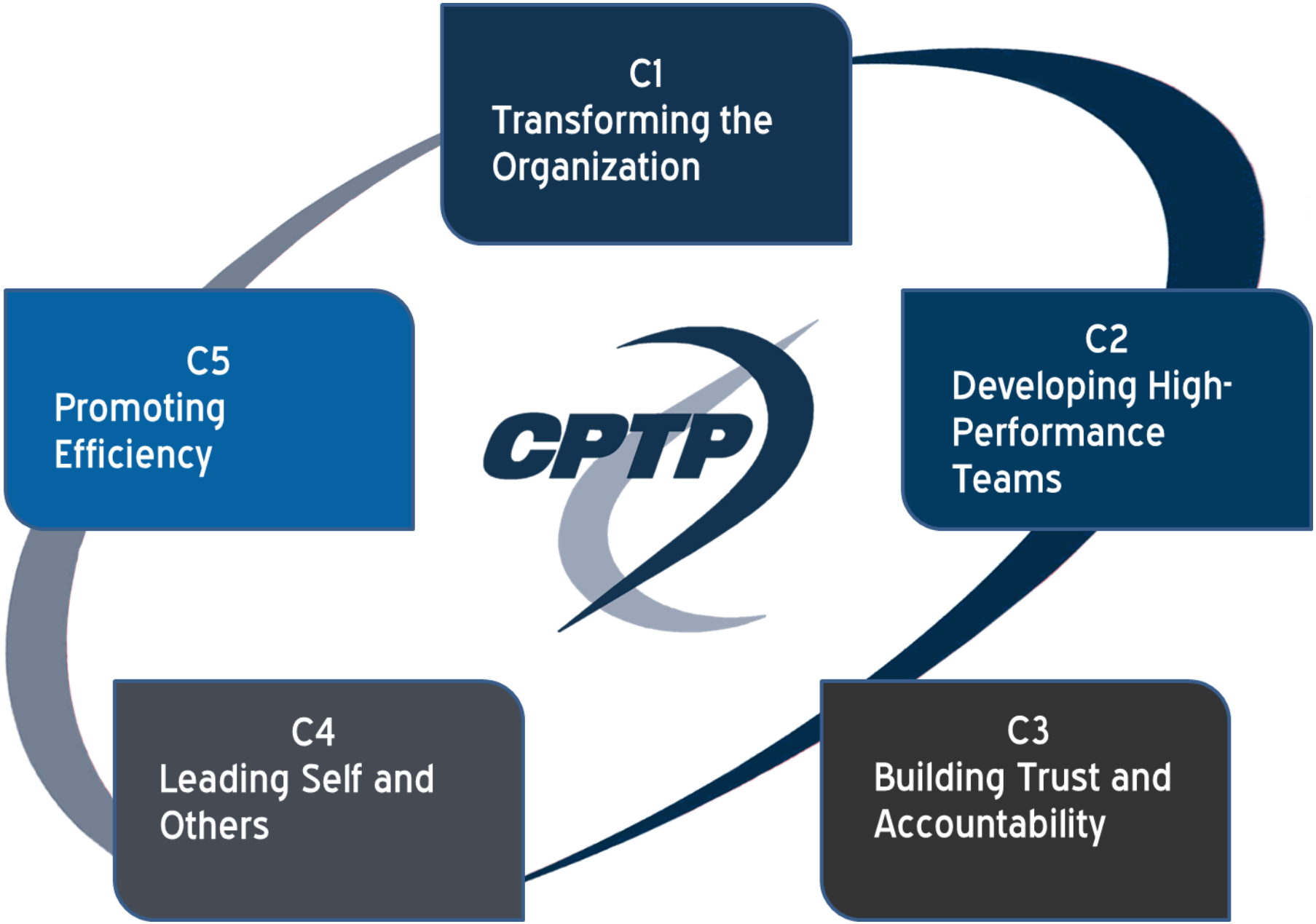Competencies

Behaviors

Course Development

Competency Cluster BreakDown

	Competency Clusters				
	C1 **Transforming the Organization**	**C2** **Developing High-Performance Teams**	**C3** **Building Trust and Accountability**	**C4** **Leading Self and Others**	**C5** **Promoting Efficiency**
Competencies	Ability to Deal with Change	Motivating Others	Acting Ethically	Fairness	Time Management
	Problem Solving	Building Effective Teams	Having Ethical Values	Composure	Prioritizing
	Decision Making	Communication/Listening Skills	Developing Integrity	Approachability	Organizing
		Conflict Management	Increasing Trust	Patience	
		Confronting Direct Reports		Professionalism	
		Directing Others			

Mandatory training requirements

Core	Sup Group	FLS		Competency Courses					Choice	Assess-ment
				C1	C2	C3	C4	C5		
CS Essentials	G1	SL I WBT	EI I WBT	Change Mgmt WBT	Top Down Messages WBT	Ethical Behavior ILT	Inspira-tional Leader-ship WBT	Work Processes ILT	P2P Conflict WBT/ Delegation WBT/ Teams I ILT	Capstone ILT
Common Myths										
Hiring and Retaining	G2	SL II WBT	EI II WBT	Strategic Thinking WBT	DMWG ILT	Ethical Leadership WBT	Work/ Life Balance WBT	Prior-itizing Tasks with Mission WBT	Conflict Mgmt WBT/ILT Critical Thinking WBT/ Teams II ILT	Capstone ILT
Leave Mgmt										
Validating	G3	Special Offerings TBA								
Capstone ILT (G3-not required)										

FLS: Foundational Leadership Skills   *SL: Situational Leadership*   *EI: Emotional Intelligence*

Core Curriculum

Core	Sup Group
CS Essentials	
Common Myths	
Hiring and Retaining	G1 G2 G3
Leave Mgmt	
Validating	
Capstone (G3-not required)	

- Current Group 1 Curriculum

- One year to complete

- 5 WBTs and 1 ILT

- Time Investment: approx 9 hours

- Capstone workshop not required for G3 Supervisors

Foundational Leadership skills

Sup Group	FLS	
G1	SL I WBT	EI I WBT
G2	SL II WBT	EI II WBT

- Situational Leadership

- Emotional Intelligence

- Provide a foundation for self-learning

- Provide needed flexibility

Supervisory group 1

Sup Group	FLS		Competency Courses					Choice	Assess-ment
			C1	C2	C3	C4	C5		
G1	SL I WBT	EI I WBT	Change Mgmt WBT	Top Down Messages WBT	Ethical Behavior ILT	Inspira-tional Leader-ship WBT	Work Processes ILT	P2P Conflict WBT/ Delegation WBT/ Teams I ILT	Capstone ILT

- 9 courses (5-6 WBT, 3-4 ILT)
- Time investment: approx 21 hours
- 2 years to complete

Ex: Jim is hired as a Group 1 Supervisor on 3/1/2015. He should be subscribed to:

Core Curriculum with a due date of 3/1/2016
Group 1 Curriculum with a due date of 3/1/2018

Supervisory group 2

Sup Group	FLS		Competency Courses					Choice	Assess-ment
			C1	C2	C3	C4	C5		
G2	SL II WBT	EI II WBT	Strategic Thinking WBT	DMWG ILT	Ethical Leadership WBT	Work/ Life Balance WBT	Prior-itizing Tasks with Mission WBT	Conflict Mgmt WBT/ILT Critical Thinking WBT/ Teams II ILT	Capstone ILT

- 9 courses (6-7 WBT, 2-3 ILT)
- Time investment: approx 16 hours (Current requirements include 30 hours)
- 1 year to complete

Ex: Jim is hired as a Group 2 Supervisor on 3/1/2015. He should be subscribed to:

Core Curriculum with a due date of 3/1/2016

Group 1 Curriculum with a due date of 3/1/2018

Group 2 Curriculum with a due date of 3/1/2019

Supervisory group 3

Sup Group	FLS	Competency Courses					Choice	Assess-ment
		C1	C2	C3	C4	C5		
G3	Special Offerings TBA							

- Special Course Offerings
- Franklin Covey Training
- Executive/Leadership Retreats

Ex: Jim is hired as a Group 3 Supervisor on 3/1/2015. He should be subscribed to:
Core Curriculum with a due date of 3/1/2016 (capstone not required)

Promotions

- Group 1 to Group 2: Add one year to existing due date or date of promotion.

    - Ex 1: Jim has finished his core and Group 1 requirements. He is promoted to a Group 2 position on May 1, 2016. His due date for Group 2 completion is May 1, 2017.

    - Ex 2: Jim has been a Group 1 supervisor for two years. His current due date for the Group 1 requirements is June 15, 2018. He is promoted to Group 2 effective April 15, 2017. His Group 2 due date is June 15, 2019.

Promotions

- Promotion to Group 3: no requirements must be completed.

  – Jim is promoted to a Group 3 position on 9/30/15. At that time he had completed his core requirements and approx half of his group 1 requirements.

Continuing education

- Supervisory Groups 1 and 2

- 1 non-mandatory course per year

- Must be one of a choice of CPTP courses on LEO (for compliance tracking)

- Each year a list of (minimum 5) courses to be listed as Continuing Education Options

- Time Investment: approx 40 minutes

Transition dates

- New Hires and Promotions: January 1, 2015

- Existing Employees: July 1, 2015

accountability

- Will be part of the Accountability Audit

- Program subscription required

Current Supervisor Count

Sup Group	Alex	Baton Rouge	Ham	Laf	Monroe	NOLA	Lake Charles	Shreve	OOS/Un sp	Total
1	702	2,484	343	392	444	788	243	412	74	5,882
2	121	1,176	73	76	71	194	43	81	30	1,865
3	21	303	10	7	11	25	8	13	4	402
Total	844	3,963	426	475	526	1,007	294	506	108	8,149

Current Group 1 students who are incomplete: approx 1039

Current Group 2 students who are incomplete: approx 409

Current G1 Capstone Schedule

July	BR	BR	BR	Mon	Sprt	Pineville
August	BR	BR	NO	LC	Laf	
Sept	BR	BR	Alex			
Oct	BR	BR	BR	NO	PV	
Nov	BR	BR	NO	Laf		
Dec	BR	BR	Alex			
Jan	BR	BR	BR	NO	Laf	Ham
Feb	BR	BR	NO	Mon	Sprt	Alex
Mar	BR	BR	BR	Alex	LC	Laf
April	BR	BR	BR	NO	Laf	
May	BR	BR	Ham	Mon	Sprt	Alex
June	BR	BR	BR	Alex	NO	

Current G2 Schedule

- 409 students are incomplete.....

- ..but those are only students who are subscribed to the Group 2 program

- In the process of estimating the # of Group 2s, where they are, and which classes they need

- Worst case scenario is 900 incomplete....

- .....not a problem! (30 classes)

- Help us help you

Leo and website changes

- CPTP Core Program

- CPTP Sup 1 2015

- CPTP Sup 2 2015

- LEO help available

- Updates given in monthly LSO webinar

Support materials

- Brochure

- Information on Website
  - Competency Model
  - Course Descriptions
  - Downloadable Graphics
  - Program Information
  - One Touch Registration for Core/Group 1/Group 2

Questions?