



TRAINING AND ORGANIZATIONAL DEVELOPMENT COLORADO STATE UNIVERSITY

www.training.colostate.edu

(970) 491-1376

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Spring 2019 Distance Learning Schedule

We are excited to provide you with information about Training and Organizational Development's online trainings developed for off-campus staff unable to travel to Fort Collins so that they can obtain their Supervisory Development requirements. Zoom, a webinar platform, will be used to present live online trainings. In addition, we are offering a new elective program, Crucial Conversations Online.

CSU employees will register for trainings on My Learning at Colorado State. My Learning is CSU's software application to administer, document, and track educational trainings and programs for employees. To register for trainings go to the [My Learning Website](#) or click the title.

SUPERVISOR DEVELOPMENT PROGRAM CLASSES



Supervisor
Development Program

Required Training for All Supervisors and Certification Information

Colorado State University recognizes the importance of the supervisory role and the impact a supervisor has on employee engagement and satisfaction. To continue to develop and create a positive work environment, all supervisors will participate in the Supervisor Development Program offered through the Office of Training and Organizational Development. The offices of the Vice President for Diversity, Equal Opportunity and Human Resources contribute to the training selections.

For those interested in receiving a Certification, additional training allows participants to select courses and experiences that best fit their unique needs as a supervisor.

Required training for all supervisors is to be completed in a three-year time span. The required training includes completion of all four trainings in the Foundation category and an additional two trainings from either the Core or the Elective categories.

Certification includes completion of all four trainings in the Foundation category, four trainings from the Core category (one from each theme: Self-Discovery, Interpersonal Skills, Team Effectiveness, and Systems Thinking) and four trainings from the Elective category. (Please note: all trainings completed in the required training count toward the certification.) If you are interested in obtaining the Supervisor Development Program Certification, please see more details and a checklist on the [TOD Training Website](#) or call the Office at (970) 491-1376.

Additional online training offerings will be made available in the future as they are developed.

Foundation Classes:

Participants take all four trainings as part of the required training and for the Certification. Total training commitment is 13 hours. At this time, Mindset for Supervisors is the only required Foundation training that is being offered online. Inclusive Excellence Part 1 and Part 2 are provided in cooperation with the Vice President for Diversity Office, and Rules of the Road is provided in cooperation with the Human Resources and Office of Equal Opportunity Office. We are working with them to develop their trainings for online presentation for the future. No further Foundation trainings are scheduled for spring 2019 semester.

Core Classes:

If you are interested in the Supervisor Development Program Certification, select one training from each of the four themes based on professional goals and areas of interest.

[STRENGTHS BASED LEADERSHIP](#) ***NEW***

Class date: 4/23 – 12:00 pm to 2:00 pm MST

Length of class: 2 hours

Instructor: Dr. Therese Lask

Category and/or Theme: Core/Self Discovery

Strengths based leadership explores the four domains of leadership necessary for all teams: Executing, Relationship Building, Influencing and Strategic Thinking. Based on the results of the CliftonStrengths assessment, participants will explore their domains and discover how to invest time in various job responsibilities to best contribute to department and organization. **Prerequisite:** Must have completed the Gallup CliftonStrengths assessment to enroll in this training.

[THE ROLE OF EMOTIONAL INTELLIGENCE IN LEADERSHIP](#) ***NEW***

Class date: 3/27 – 12:00 pm to 2:30 pm MST

Length of class: 2.5 hours

Instructor: Marsha Benedetti

SDP Category and/or Theme: Core/Self Discovery

Emotional intelligence is the “something” in each of us that is a bit intangible. It affects how we manage behavior, navigate social complexities, and make personal decisions that achieve positive results. Come explore the role and importance of emotional intelligence in leadership.

PROFESSIONAL DEVELOPMENT/ELECTIVE CLASSES

[CELEBRATE WHAT'S RIGHT](#) ***NEW***

Class date: 4/18 – 12:00 pm to 2:00 pm MST

Length of class: 2 hours

Instructor: Dr. Michele Newhard

Category and/or Theme: Elective/Systems Thinking

If you have ever lovingly held onto old *National Geographic* editions, this course may speak to you! We will view and discuss the dynamic and uplifting film for which this course is named. The film, created by DeWitt Jones, long time National Geographic photographer, challenges the viewer to refocus the lens through which life is observed. His powerful message shared with visually stunning photography resonates for millions who have seen the film since its debut in 2001.

[CRUCIAL CONVERSATIONS - ONLINE PROGRAM](#) ***NEW***

Time commitment to complete: Access is for 60 days; plan to commit 2-3 hours/week for 4 weeks.

SDP Category and/or Theme: Elective/Interpersonal Skills

Crucial Conversations - Online is a self-paced course that teaches skills for creating alignment and agreement by fostering open dialogue around high-stakes, emotional, or risky topics - at all levels of the organization. By learning how to speak and be heard (and encouraging others to do the same), you'll begin to surface the best ideas, make the highest-quality decisions, and then act on your decisions with unity and commitment. By clicking on the training link you will be taken to the Program in which you need to click ENROLL to get started. You can also search Crucial Conversations Online in your Learning Library and click ENROLL on the Program card.

**To cover the cost of training access, a fee of \$226.00 is required prior to the start of training. More information on payment by Internal Order in Kuali is provided upon registration.*

REGISTRATION AND CONTACT INFORMATION

Online Registration: Please refer to the My Learning Registration Guide for registration instructions available at [My Learning Website](#)

For Registration Assistance: Please contact the [My Learning Support Email](#)

Contact Information

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