

The Supervisory Grid®

Participation, involvement, and commitment by all employees
promoting the best possible solutions

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What is the Supervisory Grid® Seminar?

Special Skills

The Supervisory Grid Seminar provides a learning environment through which you can begin to examine how your behavior and actions affect others in the workplace.

Specifically, the seminar demonstrates effective ways to establish measurement standards for critical yet intangible aspects of supervision. Seminar activities examine how effectively you carry out supervisory responsibilities by practicing key supervisory skills like:

- Communication
- Giving Directions
- Handling Mistakes and Errors
- Handling Complaints
- Handling Hostile Feelings
- Goals Setting
- Conducting Performance Appraisal
- Employee Development
- Delegation
- Leadership

Critique and feedback skills reinforce the learning as you practice effective ways to give and receive objective and helpful comments that promote progress and synergy.

The Learning Environment

Over 90 percent of seminar time is spent working in teams on specific activities. Periodic general sessions provide opportunities for theory reinforcement, activity scoring, cross-team discussion, and critique. The real value lies in the creation of a team learning environment where responsibility and credit is shared, trust and respect are built, and initiative and creativity become commonplace.

Participants work in teams to develop shared understanding regarding best practices for supervisory effectiveness. Each person learns and practices key supervisory skills like

- conflict resolution,
- decision-making,
- goal setting,
- and critique.

Each participant also receives personal feedback regarding his or her supervisory skills, and develops personal improvement plans and a specific work-related goal for back-home implementation.

Seminar Learning Goals

- Understand the Grid styles of supervision.
- Experience productive 9,9 teamwork.
- Clarify personal values and convictions about effective supervision.
- Gain deeper insights into personal supervisory styles.
- Perfect your skills in using the Grid approach for solving problems of supervision.
- Increase personal motivation to do the best possible job of being effective.

Who Can Benefit?

First and second-level supervisors, front line and general foremen, executive assistants, IT professionals, maintenance professionals, wage and salaried personnel, and any other employees who will benefit from strengthened supervisory and teamwork skills.

How Long Does It Take?

Approximately 5 hours of prework are required before the seminar begins: Reading the text, *The Supervisory Grid*, and completing three prework steps that involve understanding Grid concepts, expressing your convictions about effective supervision, and personal improvement areas. The Supervisory Grid Seminar is a series of eight activities that run over three days, from 8:00 a.m. until 5:00 p.m.

 Grid The Power to Change.®