



Northeast Ohio  
Regional  
Library System

# UPDATED: 2020 NEW SUPERVISORS' ACADEMY

Becoming a supervisor adds new and different challenges to your workday regardless of the type or size of library you work in. The New Supervisors' Academy's courses will provide you with the skills and confidence you need to handle the many and varied challenges of being a supervisor. Programs will focus on three key areas: leadership, communication and staff development. The Academy is appropriate for new supervisors in multi-type libraries and for those who want a refresher.

The Academy runs from February through September and consists of seven webinars. We recommend that you attend the Academy in its entirety in order to maximize your learning. Archives of live webinars will be available at your convenience for those attending the Academy in its entirety and experiencing a scheduling conflict. Live webinars will be available individually for registration for those not attending the Academy in its entirety.

TUE  
FEB  
9

**SESSION ONE:  
HOW TO HELP EMPLOYEES MANAGE  
STRESS DURING COVID-19**

Online via Zoom  
10:00 am - 12:00 pm

THU  
AUG  
5

**SESSION FIVE:  
INTERVIEWING**

Online via Zoom  
10:00 am - 11:30 am

THU  
MAY  
6

**SESSION TWO:  
THE NEW SUPERVISOR'S TOOLKIT**

Online via Zoom  
10:00 am - 12:30 pm

WED  
AUG  
25

**SESSION SIX:  
BUDGETING**

Online via Zoom  
10:00 am - 11:30 am

THU  
JUN  
3

**SESSION THREE:  
SETTING PERFORMANCE GOALS  
AND EVALUATIONS**

Online via Zoom  
10:00 am - 12:30 pm

WED  
SEP  
1

**SESSION SEVEN:  
SELF-CARE**

Online via Zoom  
10:00 am - 11:00 am

THU  
JUL  
15

**SESSION FOUR:  
PERFORMANCE PLANNING**

Online via Zoom  
10:00 am - 12:30 pm