During this tight economy, supervisors are often pressured to increase team effectiveness without increasing resources while their employees are expected to do more with less. So, how do you leverage productivity through your team while avoiding alienation and burnout? Here are the keys to making it happen:

Develop others’ skills, talents, and passions
Motivate and coach team members
Leverage team productivity

**Day 1**
8:30am to Noon. Supervision – The Art of Managing Yourself and Others. Identify the expectations, skills and attitudes associated with being an effective supervisor.

1:00pm to 4:30pm. Helping Employees Reach Their Potential. Inspire and coach employees toward increased job performance, satisfaction, and ownership.

**Day 2**
8:30am to Noon. Being a Leader People Want to Follow. Learn to adjust your leadership style to meet the needs of employees at all stages of experience and ability.

1:00pm to 4:30pm. Growing Your Team. Guide and encourage your team to greater independence and productivity.

**Who should attend?** This workshop is appropriate for those who lead people at any level—from team leaders to senior management—as well as up-and-coming leaders.

**Location:** Montana Manufacturing Extension Center, 2310 University Way, Bozeman (just south of the Museum near the Bobcat Football Stadium)

Cost: $174. MSU Continuing Education Units are available.

Instructor Paul Bentley is director of MSU Extended University’s Leadership Program. He has 20 years of experience in leadership, including as senior manager of training for Micron CMS and as supervisor of instruction at Boise State University’s Center for Professional Development, where he assessed, developed and presented a training program to more than 4,000 leaders at hospitals, non-profits and corporations such as Heinz and Albertsons.

The training was a resounding success...[Paul’s] presentations and instruction are interactive, insightful and enlightening. Attendees commented, “I wish I would have had this training earlier in my career”...and “This training should be mandatory for all (of our) managers.”

For information or to register, visit [http://eu.montana.edu/leadership/](http://eu.montana.edu/leadership/) or call Extended University at (406) 994-6683. Email the instructor at paul.bentley1@montana.edu
Customized and on-site leadership training is also available. Contact Extended University for details.

Presented by the MSU Extended University Leadership Program and co-sponsored by the Montana Manufacturing Extension Center.