Menu of Development Activities

Program Supervisor

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| Key Competencies | Development Activities to Gain Technical Competencies |
| 1. Problem solving/Crisis Management
	1. teaching and supporting others to do so.
2. Managing People/Staffing
	1. Hiring process/ Conflict/Grievances
	2. Developing teams
3. Writing/Oral Presentation/Technical Piece (MS office)
4. Higher level systems meetings/Systems thinking/Systems talking
5. Budget/ Sched A/B
6. Training / Subject Matter Experts
7. Program Enhancement and Development
 | 1. Using a role as a succession role.be involved in those discussion to provide exposure. Gaining exposure to opportunities that a supervisor carries out.
2. Peer mentor to brand new staff/supervise practicum student.
3. Observe and/or participate in interview and selection process
4. Reviewing expenses/ bill backs. Nominal Roles. Reviewing Sched A’sto learn technical aspects of the role
5. Go internal to cover a program for holidays etc.
6. Shadowing meetings. Debrief it after. then contribute/present meeting.
7. Scenarios/Vignettes get into the mind of a supervisor/manager thinking.
8. Add leadership in staff meetings. Have the person chair the meeting.
9. Mentor relationships Giving and receiving.
10. Shadow Cofacilitate/Training
11. Training or coaching and leading it to a group
12. Identifying gap through program review leading and developing through program enhancement plan.
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