



**SPECIALIZED  
PROFESSIONAL PROGRAM**

# **SUPERVISION & LEADERSHIP**

*LEAD BY EXAMPLE*

**Progress your leadership capacity through confidence and a thorough plan to transform your vision into reality.**

- Develop a level of competency to maximize your performance as a leader
- Learn how to enhance the functionality of your team to produce a successful outcome
- Build proficiency in basic delegation and communication strategies

**Take the lead. Enroll now.**

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**UCR** | Extension  
Professional Studies

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PROFESSIONAL  
PROGRAM IN

# SUPERVISION & LEADERSHIP

“My interest in teaching comes from experiencing a variety of different methods of instruction over the last 20 years. I believe that not all students learn the same way, and therefore, I use a variety of teaching methods in my class, and incorporate a real-world approach.

—Josh Hayes  
Instructor, UCR Extension

## FOLLOW MY LEAD

Progress your leadership capacity with this series of workshops designed to equip you with the latest management tools and best practices. Using techniques and strategies from some of the most effective leaders in business, develop a level of competency that will help you maximize your performance as a leader, as well as enhance the overall functionality of your team to produce a successful outcome. Design your own path; complete all the workshops to earn your credential, or choose just the ones that interest you.

Whether you're just starting out or looking to develop your existing leadership role, this program will introduce you to key project and change management tools to help boost your leadership potential. Build proficiency in basic delegation and communication strategies. Explore conflict management techniques and learn how to handle and diffuse discord within a team. Learn how to rally your team together to both embrace and tackle any issue that comes your way. Demonstrate what's possible through confidence and a well-designed plan to transform your vision into reality.

### WHAT YOU'LL LEARN

- Essential tools to be an effective supervisor, including how to evaluate others, providing constructive feedback, and providing clear objectives
- Core managerial skills and strategies for managing change
- Communication techniques for delivering information successfully
- Methods to achieve key organizational results through coaching and mentoring
- Principles and dynamics for high performance work teams, including how to positively manage workplace differences

### WHO CAN BENEFIT

This program is designed for individuals who are seeking a new supervisory position, as well as those who already hold a leadership role and want to strengthen their skills or knowledge.

### ADMISSION

Take individual courses or fulfill all of the requirements to earn your UCR Extension achievement award. Whichever you choose, you will gain the personal power that comes through learning new skills. Be assured that you are receiving education that is backed by the UC tradition of excellence.

### HOW TO COMPLETE THIS PROGRAM

Individuals must complete a total of 7 quarter units with a grade of C or better.

UNDERSTANDING YOUR ROLE AS SUPERVISOR 1 UNIT

MANAGING HIGH PERFORMANCE TEAMS 1 UNIT

COMMUNICATING EFFECTIVELY 1 UNIT

PROJECT AND PROCESS MANAGEMENT 1 UNIT

MOTIVATING, MANAGING AND DEVELOPING OTHERS  
1 UNIT

MANAGING THROUGH WORKPLACE INCLUSION  
1 UNIT

MOVING THROUGH CHANGE 1 UNIT

- This program can typically be completed within three months.

### PROGRAM INFORMATION

Prices, requirements and courses are subject to change. For the most up-to-date information:  
Phone: (951) 827-4105  
Email: [prodev@ucx.ucr.edu](mailto:prodev@ucx.ucr.edu)  
Website: [extension.ucr.edu](http://extension.ucr.edu)

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