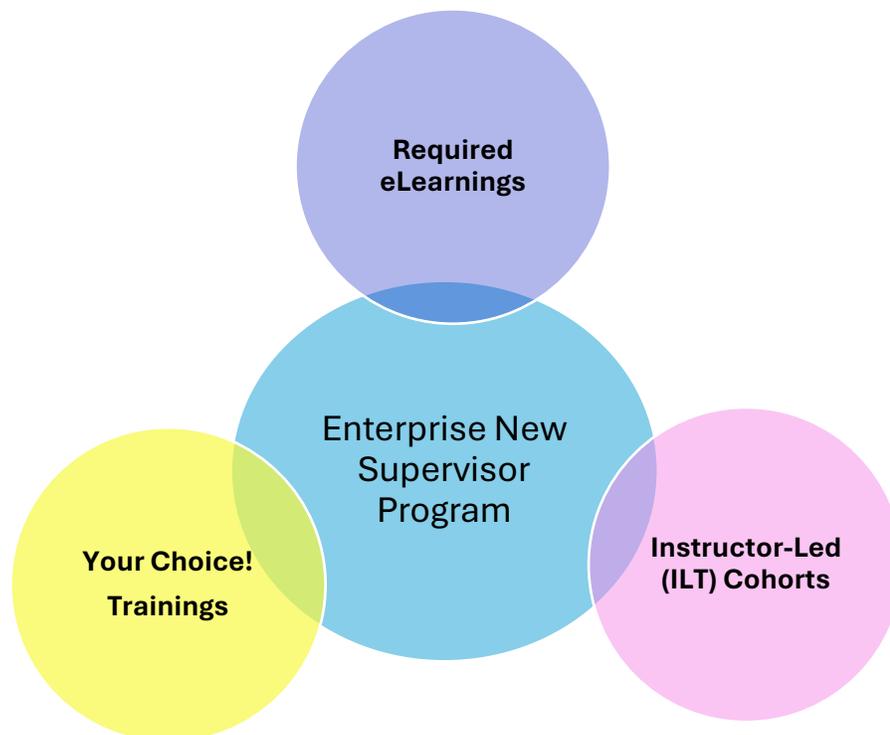


# The Enterprise New Supervisor Program

## Outcomes of the Enterprise New Supervisor Program

- Satisfy statutory requirements for New Supervisor training, WI Stat §230.046(2) (2)
- Describe the unique nature of supervision within state service
- Explain how supervisors integrate skills from all the Wisconsin Core Competencies to successfully perform their jobs
- Examine how effective supervisors are both leaders and managers
- Recognize there are common and unique practices across agencies

## Three (3) components of the Enterprise New Supervisor Program



## Required eLearnings.

Complete before registering for Instructor-Led Cohort.

- Organization of the Wisconsin State Government
- Supervision Within State Service
- Ethics for State Employees
- Bureau of Merit Recruitment and Selection
  - Recruitment and Selection for New Supervisors Module 1: Recruitment Process
  - Recruitment and Selection for New Supervisors Module 2: Selection Process
- Bureau of Workforce Relations and Policy Administration
  - Performance Evaluations Supervisor Training
  - Employment Relations
- Bureau of Equity and Inclusion

## Optional eLearnings.

Recommended to complete prior to attending Instructor-Led Cohort.

- Bureau of Classification and Compensation
  - BCC Learning Library: The AlphaList
  - BCC Learning Library: Classification Specifications
  - BCC Learning Library: Using Position Descriptions to Classify a Position

## Instructor-Led (ILT) Cohorts.

Register for an ILT Cohort after completing the required eLearnings.

Day	Time	Topic	Facilitating
1	9:00-9:30am	Welcome and Introductions	<b>BTD</b>
1	9:30-10:00am	What Is a Supervisor?	<b>BTD</b>
1	10:00-10:10am	Program Outcomes and Agenda	<b>BTD</b>
1	10:10-10:20am	Break	
1	10:20-10:55am	Discuss New Supervisor Challenges	<b>BTD</b>
1	10:55-11:55am	Establishing Trust	<b>BTD</b>
1	11:55am-12:00pm	Daily Wrap Up	<b>BTD</b>
2	9:00-9:15am	Daily Kick-Off Topic	<b>BTD</b>
2	9:15-10:20am	Recruitment and Selection	<b>BMRS</b>
2	10:20-10:30am	Break	
2	10:30-11:55am	Recruitment and Selection continued	<b>BMRS</b>
2	11:55am-12:00pm	Daily Wrap Up	<b>BTD</b>
3	9:00-9:15am	Daily Kick-Off Topic	<b>BTD</b>
3	9:15-10:30am	Equity and Inclusion	<b>BEI</b>
3	10:30-10:40am	Break	
3	10:40-11:55am	Providing Effective Feedback	<b>BTD</b>
3	11:55am-12:00pm	Daily Wrap Up	<b>BTD</b>
4	9:00-9:15 am	Daily Kick-Off Topic	<b>BTD</b>
4	9:15-10:15am	Performance Evaluations and Employee Relations	<b>BWRPA</b>
4	10:15-10:25am	Break	
4	10:25-11:15am	Performance Evaluations and Employee Relations continued	<b>BWRPA</b>
4	11:15-11:55am	Difficult Conversations	<b>BTD</b>
4	11:55am-12:00pm	Daily Wrap Up	<b>BTD</b>
5	9:00-9:15am	Daily Kick-Off Topic	<b>BTD</b>
5	9:15-10:10am	Leadership Styles	<b>BTD</b>
5	10:10-10:20am	Break	
5	10:20-11:00am	Leadership Styles continued	<b>BTD</b>
5	11:00-11:30am	Closing: Action Planning and What's Next	<b>BTD</b>
6	3 months after Day 5 9:00-11:00am	Action Planning Follow-Up	<b>BTD</b>

## Your Choice! Trainings.

On your own, register for and complete at least one (1) of the BTD Enterprise trainings below. You may do this at any time. You do not need to complete the eLearnings or Instructor-Led Cohort first.

### *Trainings available now*

- GROW Coaching
- Motivate Yourself and Others
- Leading through Change
- Emotional Intelligence and Communication: Part 1
- Emotional Intelligence and Communication: Part 2

### *Training for the following skills coming later in 2026*

- Cultivate a growth mindset
- Solve problems
- Make decisions
- Manage conflict
- Facilitate team discussion
- Influence others