

# THE NEW SUPERVISOR

For new managers or workers with management potential

## For HVAC Professionals

During this workshop, we cover how to effectively **communicate, motivate** and give feedback to the team, particularly the new modern young workers. We cover different **management styles** that are appropriate for different types of workers and how to create a **peak performance culture**.

## Workshop Agenda

- Roles of Management
- Setting Clear Expectations
- Management Style
- Giving Feedback
- Delegation Strategies
- Effective Communication
- Peak Performance Culture

*"Fast, amazing time. Really easy to follow. Enjoyed the class."*

*"I've read many business books. This class tied the information together in an understandable format. Great job."*

*"Good common sense and doable process for leadership and management. Applicable to managing several aspects of business. Thank you."*



## Challenge of Moving into Management

One of the top challenges for HVAC businesses today is getting the next generation ready to assume roles in management.

The strength of your company is determined by the quality of your supervisors and managers in all departments. These are the people who are responsible for accomplishing the goals of the company. They set the tone and create the culture of how everyone works. What the supervisors and managers do and how well they do it can be a key determinant of your company's success.

What is an effective manager? An effective manager is someone who gets the job done by working with and through others. An effective manager not only does things right, but also does the right things--the key to effectiveness.

The best managers are those who consistently get the very best out of themselves, as well as the people entrusted to them.

This workshop prepares those who are new to management, or who have been identified as showing future management potential, to take on their new role.



## MY LEARNING CENTER TRAINING ANNOUNCEMENT

# The New Supervisor

**Cost:** per person \$525 FAD/ \$550 non-FAD

**Date:** March 18, 2020 in Jacksonville

**Hours:** 8 FAD Factory Hours

**Trainer:** Monty Lewis, Lewis Associates - monte@lewisadvantage.com

**Time:** 8:00am - 4:00pm - (breakfast & lunch provided)

### Course Description

One of the top challenges for the HVAC business today is to get the next generation ready to assume roles in management. This workshop is designed for the newly assigned supervisor or for the worker that is demonstrating management potential.

### As a result of this workshop, participants will be able to:

- Recite four management styles that reflect worker readiness.
- Define three management practices that creates accountability and ownership.
- Share the three qualities of the best managers.
- Practice the skills of giving workers feedback, i.e. constructive criticism.
- Communicate effectively with workers, particularly the new modern younger worker.
- List the three principles of creating a peak performance work environment.

Get your new or future supervisors ready by signing them up for the course.

### Training Locations:

**Wednesday, March 18, 2020**  
**CE Jacksonville**  
**8691 Western Way**  
**Jacksonville, FL**  
**32256**

**Dealer:** \_\_\_\_\_ **Acct. #:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Contact:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Attendee Names:** \_\_\_\_\_

**Contact:** [Lauren.Harrod@carrierenterprise.com](mailto:Lauren.Harrod@carrierenterprise.com) / 407-532-7069

**Carrier Infinity, Performance and Comfort Dealers may use training vouchers, when applicable, to offset the cost of this course.**

**Carrier Infinity & Performance and Bryant Evolution Marketing Dealers may use coop dollars, if funds are available.**

**Self- registration: See next page**

**Cancellation must be done 72 hours prior to the date of the class or the company will be billed for any No Shows.**



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- Click **Access My Learning Center**
- Select the **Upcoming Events** category at the bottom
- At the top click on the **+ FILTER**, Select **CATEGORY**, Select **FACTORY COURSES**
- Use the **< >** arrows to choose the month of the course.
- Locate **The New Supervisor**
- On the right of the course name click the down arrow - Click **REGISTER**
- Select Register Myself or Others and **ADD TO QUEUE**. Click **Confirm Registration**
- **Confirm Registration** – If you do not receive a confirmation email, please contact us.
- 



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#### Event Calendar

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Event ID	Start Date/Time	Course Name	City/State	Hours	
26191	11/20/19 8:00am EST	Bonding Sales Champions - 1 Day Comfort Consultant Boot Camp	Knoxville, TN	8	▼
26896	11/20/19 8:30am EST	The New Supervisor	Ft. Myers, FL	8	▼ (circled in red)
27042	11/21/19 8:00am EST	The New Supervisor	Orlando, FL	8	▼
26327	11/25/19 12:00pm CST	HVAC Onboarding - Live Stream Online	Green Bay, WI	8	▼