

# LEADERSHIP FOUNDATION CERTIFICATE

## BEEN A CWU SUPERVISOR FOR LESS THAN ONE YEAR?

If you've been a CWU supervisor for less than one year, the Leadership Foundation Certificate is for you. This 24-hour program fulfills Washington State law and CWU expectations.

Strengthen your leadership skills, improve morale, and set yourself up for success.\*

*\*Emerging leaders and long-term leaders looking for a refresher are also welcome to complete the certificate program.*



### INITIAL WORKSHOP

Fulfills 16 Hours of Instruction



### 8 HOURS FROM THE SUPERVISOR ENRICHMENT PROGRAM

#### STEP 1:

**Register and attend**

***Leadership Skills for New CWU Supervisors workshop***

***To enroll in Leadership Skills for New CWU Supervisors:***

Log in to MyCWU>>Employee Tab>>Training Folder

>Request Training Enrollment>>Course Numbers

HRM025 & HRM026

#### STEP 2:

**Choose 8 hours from the Supervisor Enrichment Program (SEP)**

***See reverse side for instruction.***



CENTRAL WASHINGTON UNIVERSITY

# SUPERVISOR ENRICHMENT PROGRAM

## ONGOING DEVELOPMENT

All CWU supervisors are encouraged to strengthen leadership skills via CWU's Supervisor Enrichment Program (SEP). Courses focus on core topics every leader faces when managing employees.

## TOPICS INCLUDE:

- Coaching
- Delegation
- Developing Direct Reports
- Difficult Employee Behavior
- Driving Change
- Emotional Intelligence
- Generational Differences
- Giving and Receiving Feedback
- Motivating Employees
- Performance Management
- Positive Psychology
- Rewards and Recognition
- Succession Planning
- Power and Politics
- Uncovering Strengths

## SPEAKERS AND FACILITATORS:

Speakers and facilitators include faculty and staff from across CWU.

### To enroll in upcoming SEP lectures and workshops:

Log in to MyCWU>>Employee Tab>>Training Folder  
>>Request Training Enrollment>>Course Number SEP

### To complete online SEP coursework:

Visit CLA *Online* at [cwu.skillport.com](http://cwu.skillport.com)>> Leadership Hotspot  
>>Supervisor Enrichment Program (SEP)



**Sponsored by: CWU Human Resources**  
For enrollment assistance: 509-963-2031 or [cla@cwu.edu](mailto:cla@cwu.edu)

[cwu.edu/hr/supervisor-enrichment-program](http://cwu.edu/hr/supervisor-enrichment-program)