

SUPERVISION ESSENTIALS FOR NURSE MANAGERS AND OTHER HEALTH CARE PROFESSIONALS

Course 1: Supervisory Roles and Responsibilities

Dates: Tuesdays, March 16, 23, 30; April 6

Times: Section 1: 8:30 am – Noon OR Section 2: 1:00- 4:30pm

Course 2: Managing Employee Performance

Dates: Tuesdays, April 13, 20, 27; May 4

Times: Section 1: 8:30 am – Noon OR Section 2: 1:00- 4:30pm

Course 3: Solving Problems and Managing Priorities

Dates: Tuesdays, May 11, 18, 25; June 1

Times: Section 1: 8:30 am – Noon OR Section 2: 1:00- 4:30pm

Course 4: Managing Key Resources and Processes

Dates: Tuesdays, June 8, 15, 22, 29

Times: Section 1: 8:30 am – Noon OR Section 2: 1:00- 4:30pm

We will be filling Section 1 to maximum capacity before we open Section 2.

Maximum registrants per section = 25

Location: Penn State Corporate Learning Center, 100 Brodhead Road, Suite 120, Bethlehem, PA 18017

Fee: \$695 **per course** if only registering for one course*

\$645 **per course** if registering for two or three courses at the same time*

\$1,000 per person** if registering for all four courses at the same time

*If you later decide that you want to enroll in additional courses we will honor the discount appropriate to the total number of courses taken.

**This per person price valid only if we meet our minimum enrollment of 18 people who register for all four courses at the same time.