

# **Supervising a Top Performing Team Through Motivation, Accountability and Communication**

**Tuesday, November 17, 2009**

**9:00 AM - 3:00 PM**

**212-214 [Richard Miller Campus Center](#)**

**SUNY Canton, Canton NY**

**Registration begins at 8:30 am**

Lunch is available on your own at several nearby eateries on the SUNY Canton campus

Participants will assess current daily supervisory and performance management techniques;

Identify skills, knowledge and abilities in team members;

Examine common problems and create plans to overcome obstacles;

Examine individual communication styles and hone behaviors so that feedback is on target and effective;

Question the Human Resources panel about common situations involving federal rules and regulations and

Review email expectations.

This workshop will be facilitated by Tedra Cobb of Tedra L. Cobb and Associates

Email [walkerhl@potdam.edu](mailto:walkerhl@potdam.edu) to register.

**Registration deadline is November 12, 2009**

This event is sponsored by the Human Resources offices and Associated Colleges. There is no fee to participate. Registration space is limited.