

USGS Supervisory Challenge Topical Agenda

DAY 1

Transition to Supervision
Supervisory Mentoring
E-DISC – Your Management Profile
Teams
Principled Supervision
Ethics

DAY 2

Intro to Human Resources Issues
Merit Systems Principles
Create an Effective Workforce
Create Effective Positions
The Right Person, in the Right Job, the Right Way
Interviewing and Reference
Checks
Contractors in the Workplace

Day 3

Develop Employees
Engage Employees
Performance vs Conduct
Manage Performance
Address Conduct

Day 4

Leave and Pay Entitlements

Defuse Conflict

Reduce the Risk of EEO Complaints

Generational Awareness

Day 5

Your Human Resources Challenges

Action Planning

Executive Panel