

## **USGS Supervisory Challenge Class**

May 20-24, 2013

USGS National Center, Auditorium

Reston, Virginia

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Area leadership participation is requested at the following class events:

- Class Welcome – Monday, May 20, 8-8:15 AM
- Class Dinner – Thursday, May 23, 6 PM
- Executive Panel – Friday, May 24, 12-1:30 PM
- Certificate Ceremony – Friday, May 24, 1:30-1:45 PM

### **USGS Executive Leadership Team Expectations USGS Supervisory Challenge Denver, Sacramento, Reston**

- **Class Welcome, Monday**

8:00 a.m. – 8:15 a.m.

The Area REX is invited to welcome the class. Kaye Cook, Chief, Office of Human Resources, is also invited to participate. The REX and Kaye have a total of 15 minutes to greet the class, communicate the importance of effective supervision to science excellence at USGS, and to encourage the participants to learn all they can during the week of training. Both speakers will receive class demographic information prior to the first day of class.

- **Class Dinner, Thursday**

6:00 p.m.

Location TBD – varies by class location

The Area leaders are invited to join the class for dinner at a local restaurant. The dinner provides an opportunity for the class, leaders, instructors and guest speakers to interact in a relaxed environment. It is especially helpful if the leaders that will be on the Executive Panel (Friday) are able to attend.

- **Executive Panel, Friday**

12:00 p.m. – 1:30 p.m.

The Area REX and members of his/her local management are invited to participate on the Executive Panel. The panel is a Q&A session designed to provide the class with the opportunity to meet and interact with the local leadership. The panel may expect to be asked about their management/ supervisory experience as well as any hot topics within the Bureau. Panel members will receive class demographic information prior to the session. The session is informal and light refreshments are provided.

- **Certificate Ceremony, Friday**

1:30 p.m. – 1:45 p.m.

The Area REX and Executive Panel members are invited to stay after the conclusion of the panel to participate in the presentation of Certificates of Completion to the class.