



Engineering & Technical Supervisor Leadership Series

Part I Foundation Skills



The Canaveral Section of ASME invites you to the Engineering & Technical Leadership Workshop Series

The Workshop Series consists of 3 Focus Areas with 4 learning sessions in each Focus Area

Specifically for engineering/technical supervisors/managers and those aspiring to those positions.

Two Venues:

Afternoon sessions at Florida Solar Energy Ctr
(1-4pm)

Evening sessions at Florida Tech
(6-9pm)

ASME/CCTS/FIT Affiliate Price

\$800 for 4 Sessions

Non-ASME/CCTS Affiliate Price

\$900 for 4 Sessions

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ASME Canaveral Section is offering the opportunity for professionals to accelerate their leadership acumen.

Benefits for Employers & Attendees:

- For employers: local, high quality and relevant training, while avoiding the lost time, travel, per diem and other expenses associated with workshops
- For attendees: high quality, career enhancing training with practical exercises and applications that reinforce important learning objectives.

The Engineering & Technical Supervisor Leadership Series consists of four Learning Sessions per Focus Group. Each Learning Session module lasts approximately three hours ensuring the subjects are covered in depth. Focus Groups are organized by Foundation Skills, Leader's Tool Kit and Team Skills Toolkit. The current offering is for the Foundation Skills Focus Group.

Key Features of Leadership Foundation Skills Focus Group

- Supervise as a leader, not just as a manager
- Cultivate morale by building trust and teamwork
- Improve communication, increase productivity, reduce errors
- Deal with conflict and potential conflict in proactive ways
- Motivate and cultivate staff using productive feedback methods

ASME is offering these courses at two venues; Florida Solar Energy Center (FSEC; conference room) and Florida Tech (Olin Building). Both venues will be on consecutive Monday evenings starting March 12th and running through April 2nd, 2007. The FSEC venue will be during afternoons between 1pm and 4pm. The Florida Tech venue will be during evenings between 6pm and 9pm.

Engineering and Technical Supervisor Leadership Workshop Series

I. Foundation Skills

- Module 1: Building Trust
- Module 2: Interpersonal Communications
- Module 3: Conflict Resolution
- Module 4: Giving and Receiving Feedback

First series starting on March 12, 2007

II. Leaders Toolkit

- Module 5: The Five Leadership Roles
- Module 6: Leadership Practices; A Self Assessment
- Module 7: Developing Performance Expectations
- Module 8: Empowering Others for Success

III. Team Skills Toolkit

- Module 9: Fundamentals of High Performance Teams
- Module 10: Setting Goals and Keeping Score
- Module 11: Team Member Roles and Responsibilities
- Module 12: Managing Processes



Author Daniel Goleman, "Working with Emotional Excellence":

- "Soft skills" improvements have the best return on investment"
- 1/3 of business success is based on technical skills
- 2/3 of business success is based on the level of harmonization in the work environment

Call to sign up or for additional information

(321) 773-3356

Email: moriarty2@asme.org

	I Foundation Skills	II. Leadership Toolkit	III. Team Skills Toolkit
ASME Member	\$800	\$800	\$800
CCTS Affiliated Society Member	\$800	\$800	\$800
Non-ASME or CCTS Affiliated	\$900	\$900	\$900
2007 Dates	March 12 March 19 March 26 April 2	TBD May 2007	TBD July 2007

Registration closes one week before the workshop start date. Major credit cards, company and personal checks accepted. Certificate of Completion will be sent to the attendee's employer or home as requested by the purchaser.



When reviewing this material, if would prefer a more customized leadership skills program for your organization contact Tom Moriarty by phone or Email ((321) 773-3356 or moriarty2@asme.org). Customized programs are available in areas such as assessing your business performance, creating a strategic plan, principles and skills for developing high performance teams. Proceeds benefit ASME Canaveral Section's support of Florida Tech Engineering projects and scholarships.