Supervisor Toolkit

Toolkit will offer foundational knowledge for supervisors, supplementing deeper leadership programs.

On-demand courses with some live sessions for engagement, accessible via various platforms.

Employee Success Center will identify content experts/trainers collaborate to design courses or select suitable LinkedIn Learning modules.
PROPOSED TOPICS

- Americans with Disabilities Act
- Compensation Basics
- Compensation: Pay Guidelines
- Corrective Action
- Creating Effective Teams
- Coaching and Development
- Diversity Fundamentals
- Hiring and Interviewing
- HR Policies and Procedures
- Leave Policy Guidelines
- Performance Evaluation
- Preventing Discrimination and Harassment
- Onboarding and Offboarding
- WorkDay Basics
Employee Success Center

ADDITIONAL SUPPORT FOR SUPERVISORS

- **Supervisor Coaching Circles**
  offer support for various supervisor levels, including new, student and seasoned supervisors

- **Learning Cafes**
  cover supervisory topics such as coaching and performance management.

- **One-on-one consultations**
  provide personalized coaching on topics like culture and employee encouragement.

- **The Cardinal Leadership Institute**
  offers a five-month intensive program for directors and team leaders.

- **The Outstanding Supervisor Award**
  recognizes supervisors who exceed expectations, celebrated annually.