

# Supervisory Skills Workshop

MONDAY,  
DECEMBER 4, 2017  
9:30 am–3:30 pm

WEDNESDAY,  
DECEMBER 6, 2017  
9:30 am–1:30 pm



Community Health  
Education Center (CHEC)  
860 Harrison Ave.,  
2nd Floor, Boston, MA 02118  
Phone: (617) 534-5181  
Fax: (617) 534-5485



A two session workshop addressing issues specific to the supervision of community health workers. The workshop reviews the key roles and responsibilities of supervisors including hiring, orientation/training, establishing performance standards, goal setting as well as best practices of supervision.

Participants explore ways to support their CHW staff, discover new strategies and techniques to make staff accountable, resolve conflict and provide constructive feedback. Participants apply methods learned in the workshop to CHW specific role play scenarios.

**\*\*This is a two day session.\*\***

**The cost for the workshop: \$75/2 day session**

**Please fax form back to: (617) 534-5485**

**Mail money orders or agency checks to: CHEC 860 Harrison Ave. 2nd floor Boston MA. 02118.**

**Deadline for registering is November 30, 2017**

Date: _____	Name/Title: _____
Organization/Program: _____	
Full Address: _____	
Email: _____	
Telephone: _____	Fax: _____
Supervisor's name: _____	
Telephone: _____	Email: _____
Do you need individual arrangements (i.e., ASL)?: _____	
_____	

For more information, please call Luisa Tavares at (617) 534-2432.

Breakfast nor lunch is provided

Free parking with validation. Participants must bring their parking ticket for validation.

Participants will be responsible for the entire parking fee if ticket is misplaced, participant arrives late, leaves early or is turned away.