ELEVATE

SKILLS FOR EFFECTIVE SUPERVISION
Program Overview

ELEVATE: Skills for Effective Supervision is a leadership-development program designed to build a strong knowledge base and unified practices among the City's managers. Organized across five learning tracks, courses provide immediately applicable skills and resources to help you lead more confidently.

CURATED CURRICULUM: Each manager's *Leadership Classification*, based on class specification and job functions, determines their ELEVATE curriculum. ***Leadership Classifications*** **are found on the City's LMS, City EDGE.** From the homepage: Click the gear icon (upper right) and then choose "My Account."

WHAT'S MY LEADERSHIP CLASSIFICATION?



- **A - Executive Leader** (Directors and Deputy Directors)
- **B - Senior Department Leader**
- **C - Department Supervisor**
- **D - Functional Leader** (Managers of high-impact processes or programs, either City wide or within a large operations department, who do not have direct reports)

LEARNING TRACK | COURSE NO. & TOPIC	A	B	C	D
Leadership Foundations and Public Service				
1 - Foundations of Government Leadership	✓	✓	✓	✓
2 - Ethical Leadership & Decision-Making	✓	✓	✓	✓
3 - Stepping Into Supervision	*	*	✓	✓
People, Culture, and Workplace Inclusion				
4 - Communication & Relationship Management	✓	✓	✓	*
5 - Supervisory Conflict & Difficult Conversations	✓	✓	✓	*
6 - Belonging, Inclusion, & Public Service	✓	✓	✓	✓
Talent, Performance, and Team Development				
7 - Hiring & Onboarding (department hiring managers may attend)	✓	✓	✓	
8 - Maximizing Performance through Coaching & Development	✓	✓	✓	
9 - Talent Development, Succession Planning, & Change Readiness	✓	✓		
Risk, Legal Compliance, and Employee Relations				
10 - Workplace Policies & Risk Management	✓	✓	✓	
11 - Managing Employee Leave & Workplace Accommodations	✓	✓	✓	
12 - Employment & Labor Law	✓	✓	✓	
Operations, Finance, and Organizational Readiness				
13 - Budgeting & Financial Management	✓	✓	*	*
14 - Procurement & Contract Management	✓	✓	*	*
15 - Operational Planning & Execution for Supervisors	✓	✓	✓	✓
16 - Public Communications, Emergencies, & Crisis Management	✓	✓		

* - *Course attendance is optional*

Questions about leadership classifications should be referred to your department's leadership team. **Contact HR about with questions** about the ELEVATE program: **(540) 432-8920**