Supervision Essentials: A Pathway to Leadership

2027 Training Curriculum

Over the course of 4 interactive half-day sessions, we will focus on the practical, "floor-level" skills required for supervisors to lead with confidence, clarity, and integrity, which are an important part of your leadership journey. This course will transform your mindset from a focus on personal output to a focus on team impact, giving you the tools to manage not just the work, but the human dynamics that drive it.

4 x 4-hour sessions • Register online at GreaterRochesterChamber.com

Module 1: Understanding the Supervisor's Role

This module introduces the foundational concepts and skills necessary for supervisors to successfully transition into a leadership role in the future. Topics will include:

- Why your role matters
- Transitioning from peer to supervisor
- The art of situational leadership
- Setting clear goals and making sound decisions
- Delivering results through clear understanding of organizational objectives
- Developing your business acumen

Module 2: Supervision Skills for Success

This session shifts from the "what" to the "how," providing new supervisors with the essential toolkit required to navigate the complexities of "people dynamics" and organizational goals.

- Building your leadership confidence
- Strengthening your interpersonal effectiveness
- Recognizing the impact of emotional intelligence
- Communicating with clarity and impact
- Delivering feedback and conducting meaningful employee evaluations
- Managing conflict and taking appropriate/ effective corrective actions

The goal of this program is to create a lasting shift in perspective: equipping supervisors with the credibility to lead, the knowledge to stay compliant, and the confidence to drive results through others. Supervisors will leave with a practical roadmap to lead their teams with integrity and professional excellence.

Module 3: The Hidden Work of Strong Leaders

This module pulls back the curtain on what separates "bosses" from truly effective supervisors. By demystifying the dynamics of team performance and teaching the art of win-win outcomes among other important skill sets, this session prepares new supervisors to lead in a fashion that supports organizational goals.

- Time management & managing multiple priorities
- Team dynamics
- Managing toxic employees
- Driving engagement and accountability
- Key onboarding strategies
- Communicating for win-win outcomes

Module 4: Leading with Integrity, Ethics, & Accountability

This final session focuses on the moral and legal framework that sustains long-term leadership success, moving beyond tactical skills to the core of professional character. We emphasize that a supervisor's earned credibility is their most valuable asset, built on a framework of consistent ethics and a deep understanding of modern workforce expectations.

- The foundations of ethical leadership
- Building credibility and trust
- Employment law essentials (NYS & Federal)
- Recognizing and addressing unconscious bias
- Fostering a culture of respect
- Leading across multiple generations
- Understanding today's workforce expectations

A certificate of completion will be provided after the training.

Questions?
Contact Kathy.Richmond@GreaterRochesterChamber.com

Series Cost

$755: Greater Rochester Chamber members

$955: Non-members

CHAMBER ACADEMY
GREATER ROCHESTER CHAMBER TRAINING

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Meet the Trainers



Edward (Ed) Peet

Ed serves as the Co-Founder of Clearpath HR Solutions, a Human Resources training and consulting firm dedicated to delivering a comprehensive range of HR services to both large and small businesses, as well as individuals, within the Western New York State region. With a career spanning over three decades as a senior leader in manufacturing and human resources in two Fortune 100 companies, Ed has overseen all facets of Human Resources and organizational leadership for divisions encompassing 3,000+ employees. In parallel, he has been fervently dedicated to his passion for nurturing emerging leaders, serving as an adjunct professor in business strategies for undergraduate students for a remarkable 16 years.

Ed also served in Albany NY as a board member for the Governor's NYS Workforce Investment/ Development Board. He holds a Bachelor of Science Degree from Roberts Wesleyan College and a Master of Business Administration Degree from the Rochester Institute of Technology.



Karen Shed

Karen also serves as a Co-Founder of Clearpath HR Solutions, and boasts a notable career marked by senior-level roles in Human Resources. With numerous years of experience in the field, Karen has consistently played pivotal roles in driving HR initiatives forward. Her core competencies encompass a wide range of HR functions, such as policy administration/development, employee training/development, compensation, benefits, diversity, equity, and inclusion, staffing/recruitment, and performance management. Complementing her expertise in these areas are supplemental leadership roles in manufacturing planning, public affairs, communications, and community involvement, all of which have enriched her contributions to HR and the overall business enterprise.

Karen's education includes a Bachelor of Science degree in Business Management from the Rochester Institute of Technology and a Master of Science degree in Organizational Management from Kettering University.

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