

First Line Supervisor

- Date:** February 11-13, 2008
- Location:** Minnesota Police and Peace Officers Association (MPPOA)
327 York Avenue
Saint Paul, MN 55130
- Time:** 0800-1600
- Instructor:** Commander Steve Frazer, SPPD
- Post:** 21 Credits
- Cost:** \$300.00

This course will look at broad principles which apply to the management, leadership, discipline and supervision of people. During the class students will be asked to read materials, attend lectures and discuss in group and individual setting effective each of these areas.

Presentations and course work will be preformed in each of the following area:

- Management principles: such as coaching, mentoring, team building and project management.
- Completion of daily form such as payroll documents, injured on duty forms, transfer forms, unit personnel files
- Discipline: Presentation for the union and management prospective will be given and the students will be asked to discuss and solve several problems in both large and small group settings.

Who should attend: Any person who is newly assigned to a job which requires the supervision of people, anyone who desires to be a supervisor as well as anyone looking for a better understanding of this course material.

To register, fax the registration form to (651) 266-5675. If you have any questions, please call the Saint Paul Police Department Training Unit at (651) 266-5555 or email: pdi@ci.stpaul.mn.us.