



## DFLS—Course Descriptions

### 1. **Understanding the County Structure (HR0816)**

This course is designed for staff who are interested in becoming a supervisor. In order to understand whether a role in supervision is of interest, it is important to first understand the fundamentals of county government. Staff will explore the internal structures of the County.

### 2. **So You Want to be a Supervisor (HR0817)**

This course is designed for employees who are currently deciding whether a Supervisor job is right for them or not. Participants will explore the how, why and when of career advancement and engage in conversations and activities that will help them to determine if this is the right career path for them. Staff should leave with a better understanding of their supervisory aspirations.

### 3. **Buddy to Boss (HR0818)**

This course is designed for employees who are interested in stepping into supervisory roles. Most career advancement happens in an employee's current department. This course will walk potential supervisors through the effects of transitioning from a buddy system to a supervisor system and the implications and experiences of managing your peers.

### 4. **The 1<sup>st</sup> Line Supervisor (HR0819)**

In this course, employees who are considering the transition into a supervisory role will get an understanding of tools at their disposal for supporting them in their role. This course is designed for employees who are interested in stepping into supervisory roles. Most career advancement happens in an employee's current department. This course will walk potential supervisors through the effects of transitioning from a buddy system to a supervisor system and the implications and experiences of managing your peers.