



## Management and Supervision

The Appalachian Council of Governments is pleased to announce upcoming training entitled **Management and Supervision**. The program is a combination of excellent materials produced by the International City/County Managers Association and the facilitation of ACOG staff who have experience in local government management and are familiar with this region. This course will cover supervisory and management topics including leadership, communication, budgeting, employee selection and development, employee evaluation, motivation, team building, accountability, customer service, ethics, and strategic planning.

This course is for new and experienced supervisors. It is a great opportunity to provide new supervisors with the skills and professional development necessary for them to thrive and serve as an asset to their organization. New and experienced supervisors will benefit from the comprehensive, relevant overview of supervisory and leadership skills that will enhance performance, increase value to the organization, and advance career growth and opportunities.

The Appalachian Council of Governments uses the ICMA textbook, *Effective Supervisory Practices*, recognized as an excellent resource, and several articles and handouts. The training consists of three-hour classes over a period of seven weeks. Upon finishing the course and successfully completing the written examination, each participant receives a certificate.

The program has been successfully utilized by over 5,000 local government supervisors and managers in the Appalachian Region over the past 20 years and has been rated as excellent or exceptional by its participants. The course is a blend of discussions, individual and group exercises, case studies, and other adult learning techniques. The cost of the program is **\$495**, which includes the textbook and numerous handouts and materials. The next session is September 26<sup>th</sup> through November 7<sup>th</sup>, 2024, and meets each Thursday from 9:00 AM to Noon at the Appalachian Council of Governments.

Registration is limited, so early registration is encouraged. **Please respond by September 12<sup>th</sup>, 2024 to reserve a seat.**

*The ICMA Management and Supervision program is conducted by Trey Eubanks, Government Services Manager, for the Appalachian Council of Governments. Trey has a master's degree in public administration from the University of South Carolina and over 25 years' experience as a local government administrator in South Carolina. Trey can be reached at [teubanks@scacog.org](mailto:teubanks@scacog.org) or (864) 241-4631.*