



**PHASE III MANAGEMENT & SUPERVISORY
LEADERSHIP TRAINING PROGRAM**
Eastern Time Zone
October 15 - 31, 2024

This PHASE III Institute Program has been designed at the request of many institute graduates who wish to continue expanding their leadership capacity. The skill-building topics of this course will foster improved knowledge of the management and leadership role and prepare participants to make better decisions, prioritize and engage others in facing the monumental leadership challenges facing the Utility industry. The sharing of knowledge and ideas with peers will enhance this learning experience.

The three-week course includes:

SECTION 1: LEADERSHIP AND SELF DEVELOPMENT. Vertical development and Horizontal development are new concerns in the field of Leadership development. Theorists claim that current methods are not preparing Leaders for our current level of organizational complexity, let alone whatever the future may bring. Innovation and technology are changing the way we consider leadership effectiveness. This section will attempt to define the problems and consider possible solutions.

SECTION 2: ETHICS. Ethical theory, history and application in the public sector as it relates to leadership. Case studies and group problem resolution. If something is legal, is it also ethical? What is the leader's role in making such determinations?

SECTION 3: DIALOGUE SKILLS. The practice of dialogue is as old as mankind and it is revolutionizing today's organizational world. Dialogue is a way of conversing and thinking together that dissolves barriers and creates organizational cultures that are energized by collaboration and partnership. Dialogue on Leadership and the future of water and the water industry. Based on reading from "The Future of Water" and other sources.

SECTION 4: EMOTIONAL INTELLIGENCE. Emotional Intelligence is the capacity of an individual to harness and manage the power to develop self-awareness, social awareness and empathy. Skill in Emotional Intelligence is a better predictor of career success than I.Q. and is particularly important in leadership roles.

SECTION 5: SUCCESSION PLANNING. Much has been written about Succession Planning, however, most of the writing has focused on a single transition focused at the top echelon of an organization. With the ever increasing rate of retirements upon us we are seeing a void in leadership ready replacements. This program will provide a proven tool to build a bottom-up program for all levels of your organization.

Fees, Location & Registration Form

Fee: The fee for the three-day course is **\$549.00**, which includes all instruction, workbook, and handout materials.

Certification: Attendees will receive a certificate of completion for successfully completing the required course objectives. This certificate is prepared and presented by Public Utilities & Waterworks Management Institute.

*Optional higher education certification (with academic CEU's) is also available for those who need this to meet job or organizational requirements. Any individual desiring to receive the higher education certificate may do so by paying an additional **\$50** fee.

Please complete the registration form on Page 4 then contact us at 208-957-5350, or chuckets@gmail.com to see if seats are still available

Structure of each weekly class

Monday: Continue the reading assignments, video assignments ---- workbook self-assessments ---- workbook assignments, etc. (approx. 1 hour)

Tuesday: 1 pm - 4 pm, 3-hour Zoom meeting (15 minute break halfway through); Overview of this week's content introduction of instructor question, expectations, etc.

Wednesday: Continue working on weekly assignments (if necessary). Content questions to check for participation and understanding of material. (approx. 1 hour)

Thursday: 1 pm - 4 pm, 3-hour Zoom meeting (15 minute break halfway through);----- Encourage participants to help each other ----- Open book prep for next course topic starting Monday.

Friday: Open for instructor and participants to call or email.

October, 2024 – Eastern Time Zone

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October 6	7	8	9	10	11	12
13	14	15 Zoom class 1 pm – 4 pm (15 min break)	16	17 Zoom class 1 pm – 4 pm (15 min break)	18	19
20	21	22 Zoom class 1 pm – 4 pm (15 min break)	23	24 Zoom class 1 pm – 4 pm (15 min break)	25	26
27	28	29 Zoom class 1 pm – 4 pm (15 min break)	30	31 Zoom class 1 pm – 4 pm (15 min break)	November 1	2
3	4	5 ELECTION DAY	6	7	8	9

REGISTRATION FORM

**Phase III Management & Supervisory Leadership Training Program
October 15 - 31, 2024 (Eastern Time Zone)**

Name/Job Title _____

Business Name _____

Business Address _____

City/State/Zip _____

Business Phone _____ **Email Add.** _____

***Address to send course workbook and handout materials (if different than above)**

Name _____

Address _____

City/State/Zip _____

Payment fee: \$549.00 per attendee

To pay by credit card call us at: 208-957-5350 or 801-281-0107

To pay by check, make check payable to: EDUCATION & TRAINING SERVICES

Mail check to:

**EDUCATION & TRAINING SERVICES
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