



**ADVANCED MANAGEMENT & SUPERVISORY  
LEADERSHIP TRAINING PROGRAM**

**Salt Lake City, UT  
February 3 - 7, 2025**

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*This Advanced Course 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 monumental leadership challenges. The sharing of knowledge and ideas with peers will enhance this learning experience.*

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**The five day course includes (Mon-Thurs 8 am - 4:30 pm, Friday 8 am - 1 pm):**

**SECTION 1: Emotional Intelligence.** Emotional Intelligence is recognized as perhaps the most critical skill of leadership. Its importance was known and taught by early philosophers. Current research in neuroscience and social science support the role of EQ for improved relationships and more effective leadership. This class will break down the skills and practices to improve self-awareness, self-management, empathy and social awareness.

**SECTION 2: Ethics.** Designed to help managers and supervisors fully understand the nature and necessity of change, its impact on people, and how to meet the challenge it presents. Participants learn strategies that help speed up the process and minimize the productivity decline. Emphasis is placed on coaching and leading a team through a complex change situation.

**SECTION 3: Leadership; Mastering Values and Vision.** Leadership is about the future, inspiring others to achieve things that are an Improvement of the current state. Clarity of vision is rooted in the values we espouse. Most managers in a variety of surveys tend to show less than average results in their capacity to lead with a vision. This class will Walk through the steps of creating a vision, being visionary and leading others with a vision.

**SECTION 4: Leadership; Fostering Development, Collaboration and Recognition.** As managers we spend our days making decisions. How do you determine the quality of your decision making process/the quality of your outcomes? Do you have a way of determining whether something should even be a decision? We will explore methods and perspectives that will support your individual and group decision making ability.

**SECTION 5: Leadership; Managing Change.** We live in a world of accelerated change. We are responding to numerous changes at the same time. We must learn to manage and lead our organizations through change that involves our environment, politics, technology and demographics...to name a few. This class will explore the most effective ways to provide human guidance and technical structure through change.

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## Fees, Location & Registration Form

**Fee:** The fee for the five 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 the 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.

**Location: Comfort Suites Hotel**  
171 North 2100 West  
Salt Lake City, Utah 84116  
(801) 715-8688 or 1-800-424-6423

Participants may arrange their own lodging at the Comfort Suites Hotel and take advantage of discounted rates by mentioning their participation with the Public Utilities & Waterworks Management Institute. The Comfort Suites Hotel is a full-service hotel including a full complimentary breakfast each day and a courtesy airport shuttle.

\*If you work a "4/10" schedule, please contact us for helpful information\*

**Please complete the registration form below, then call, text or email Kyle Christensen at 801-599-9330 or [kyle@puwwmi.org](mailto:kyle@puwwmi.org) to make sure the class is not full**

# REGISTRATION FORM

Advanced Management & Supervisory Leadership Training  
Program - February 3 - 7, 2025 (Salt Lake City, UT)

Name/Job Title \_\_\_\_\_

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Business Phone \_\_\_\_\_

Email Add. \_\_\_\_\_

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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