

Supervisor Training@Iowa aims to establish a **comprehensive approach to supervisory development** at the University of Iowa.

Phase one focuses on:

- Training staff and faculty in supervisory roles to develop **common knowledge**, strengthen **supervisory skills**, and promote **consistent, equitable employment practices**
- Training all administrative supervisors at the University of Iowa by **December 2020**

FOCUSING ON FUNDAMENTALS

Supervisors can choose from online or in-person training. Curricula will be developed during fall 2019 with emphasis on:



Creating an equitable and inclusive team culture



Enhancing performance coaching, management, and documentation



Engaging employees to maximize performance



Ensuring consistent hiring, onboarding, compensation, and related practices

IDENTIFYING SUPERVISORS

All staff and faculty who supervise regular UI employees in any category will complete the training. Numbers fluctuate, but an estimated 3,000 supervisors will be eligible.

RESPECTING CURRENT SKILL LEVELS

Assessment tools will gauge supervisors' current knowledge and skills. Supervisors who've completed eligible training recorded in My Training will receive credit. Others may demonstrate their knowledge by completing assessments based on the new curriculum.

SCHEDULE MILESTONES

	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20	JUL 20	AUG 20	SEP 20	OCT 20	NOV 20	DEC 20	
Design content and pilot training	■	■	■	■	■													
Deliver in-person training						■	■	■	■	■	■	■	■	■	■	■	■	■
Deploy online training						■	■	■	■	■	■	■	■	■	■	■	■	■
Map current training to new modules			■	■														
Configure Compliances/Qualifications			■	■	■													
Create assessments for modules			■	■	■													
Enable test-out option						■	■	■	■	■	■	■	■	■	■	■	■	■

ADDRESSING SHARED PRIORITIES

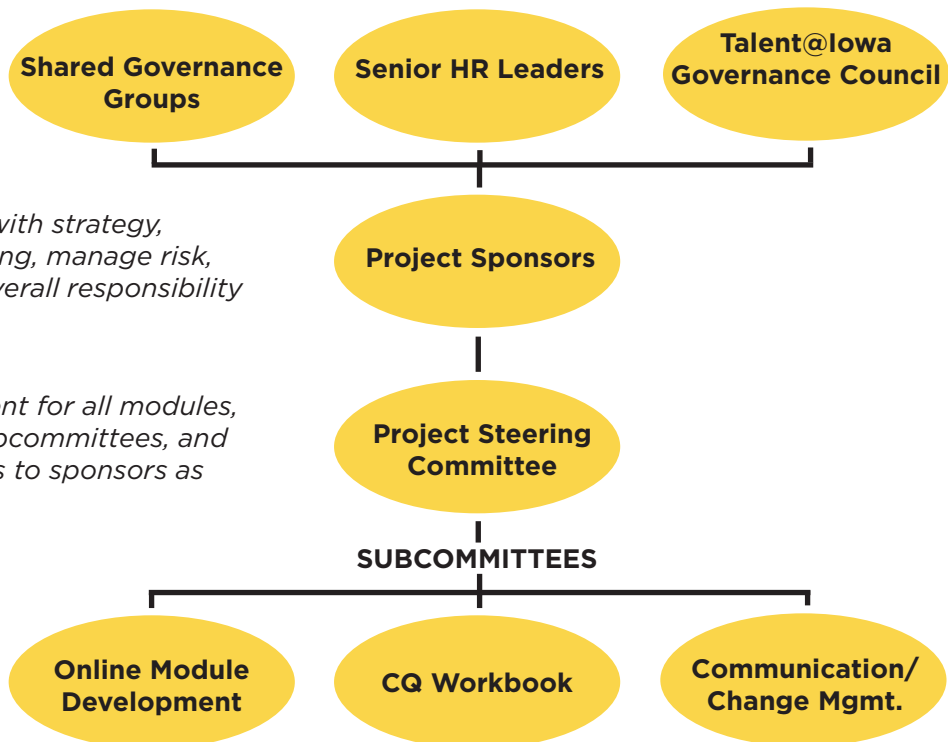
Supervisor Training@Iowa responds to:

- **External review of employment practices:** Called for more consistent application of employment-related policies and practices across campus
- **Diversity, equity, and inclusion action plan:** Emphasized promoting, modeling, and implementing DEI values and embedding DEI in all HR practices
- **Working at Iowa engagement surveys:** Consistently identify supervisory skills and feedback as areas for improvement
- **Shared governance and HR leader recommendations:** Commonly prioritize supervisor training

COLLABORATING ON CURRICULUM

Shared governance leaders, HR leaders, and stakeholders will oversee and implement the project.

Advise on project goals, curriculum content, and training delivery



Align project with strategy, maintain funding, manage risk, and assume overall responsibility

Develop content for all modules, coordinate subcommittees, and escalate issues to sponsors as needed

Implement specific project components

PLANNING FOR FUTURE NEEDS

Once training for all current/new supervisors is complete, the project may expand to:

- Phase 2: Leadership competency development and implementation, ongoing training for new supervisors
- Phase 3: Curriculum enhancements, additional leadership development, expansion to other supervisory groups