

## MAINE CHILD WELFARE SUPERVISORY ACADEMY LEVELS OF TRAINING

|                               | <b>Pre Supervisor</b>   | <b>New Supervisor<br/>(Up to 2 years)</b>  | <b>Experienced Supervisor</b>  | <b>Pre Leadership/<br/>Pre Manager</b>  |
|-------------------------------|---|--|--|---|
| <b>Elective</b>               | <ul style="list-style-type: none"> <li>MSW courses on supervision</li> <li>Advanced Facilitation</li> <li>Reflective Practice (KOLB)</li> <li>Emotional Intelligence</li> </ul> | <ul style="list-style-type: none"> <li>MSW courses on supervision</li> </ul>   | <ul style="list-style-type: none"> <li>MSW courses on supervision</li> <li>SEI- Blocked Performance (To be developed-2 days)</li> </ul>  | <ul style="list-style-type: none"> <li>MSW courses on supervision</li> <li>SEI – Blocked Performance</li> </ul> |
| <b>Required</b>               |   | <ul style="list-style-type: none"> <li>Orientation Checklist for New Supervisors (Tool)</li> <li>Orientation for New Supervisors (1 Day) Prepare for SEI-offered 1X per quarter</li> <li>Supervisory Enhancement Training (4 Days = 2+2)</li> <li>Screening, Hiring and Evaluating your Staff (2 Days)</li> <li>Using Data in Supervision (1 day)</li> </ul> | <p><b>Certificate Program:</b></p> <ol style="list-style-type: none"> <li>Orientation</li> <li>Managing Yourself as a Supervisor</li> <li>Managing Your Team</li> <li>Managing For Results</li> <li>Managing Collaboratively</li> <li>Putting it all together</li> </ol> <p>* 10 days required ** Cohort development</p> |   |
| <b>SETU Required</b>          |   | <ul style="list-style-type: none"> <li>Managing in State Government (2 days)</li> <li>Harassment, ADA, Equal Opportunity, Injury Reports, Ergonomics, FML</li> </ul>   |  |   |
| <b>Mentoring and Coaching</b> |   | <ul style="list-style-type: none"> <li>SEI Mentoring and Coaching (required)</li> </ul>  | <ul style="list-style-type: none"> <li>SEI Mentoring and Coaching (required)</li> </ul>  | <ul style="list-style-type: none"> <li>SEI Mentoring and Coaching (optional)</li> </ul>                         |

