

Leadership for Non-Instructional Leaders

This one-day training session is designed to meet the needs of a non-instructional supervisor, including a district's supervisor of facilities, director of transportation, food services director, and technology director.

Content for the day will focus on practical strategies for addressing the unique challenges that the non-instructional supervisor faces on a daily basis.



Topics will include how to motivate team members to embrace the mission, how to address under-performance on the part of staff in a respectful way, and how to create and maintain a “learning” team. Additionally, participants will find out how to run effective meetings and how to use technology to manage and communicate with staff members. Time will be spent reflecting on and sharing best practices with colleagues from throughout the region.

PRESENTER: Jeff Olefson has worked with Fortune 500 companies, not-for-profits, and federal and state agencies.

He has worked with school districts in more than twenty states on operational efficiency, customer service, effective use of technology, and leadership skills.

Mr. Olefson is the former Dean of the Katherine Gibbs School and a former school board trustee.

He holds a B.S. degree in accounting and M.S. degrees in accounting and finance from the City University of New York.

DATE: Wednesday, October 31, 2018

TIMES: 8:30 a.m. Registration

9:00 a.m. – 3:00 p.m. Workshop hours

COST: \$175/ECESC member

\$350/Non-ECESC member

Cost includes refreshments, lunch, and materials.

AUDIENCE: Supervisors of facilities, transportation, food service, business, and technology

SITE: East Central ESC in Connersville

REGISTER: <https://goo.gl/forms/pgNRM9Yi6LVIQz3j2>

QUESTIONS: Call 800.669.3010 or email mbarbour@ecesc.k12.in.us

