



“Building Supervisors for Tomorrow” has been designed to prepare first time supervisors on their journey into management. Understanding how busy people are with work and family time, this program has been developed in modular hours, each module running anywhere from 4 hours to 8 hours depending on the topic. This delivery system is more flexible than any other program currently being offered. It’s affordable and upon completion of 80 module hours a certificate will be earned and awarded. Upon completion of the 16 modules and the required mentorship period, the individual will attain a Building Supervisors for Tomorrow Certificate.

The Mentorship requirements are part of the Building Supervisors for Tomorrow Program. This is a company assigned mentor that will ensure during the program that the knowledge and skills gained are applied in the workplace. The mentor will guide and assist in the application of the modules and complete an evaluation of the new supervisor.

_____ January 15/10	8am - 3pm	Training the Construction Workforce
_____ January 19/10	8am - noon	Measure Performance & Take Action in the Construction Industry
_____ January 27/10	8am - noon	Resolving Construction Workplace Conflicts
_____ January 29/10	8am - noon	HR Management Practices for the Construction Industry
_____ February 8/10	8am - noon	Planning Work for Construction
_____ February 12/10	8am - noon	Effective Meetings & Delegation in the Construction Industry
_____ February 19/10	8am - noon	Ethics & Integrity in the Construction Industry

Company: _____	
Participant Name: _____	Telephone: _____
Email: _____	
Supervisor Contact: _____	Telephone: _____
Email: _____	

WCA Account _____ Visa _____ MC _____ Expiry Date: _____	FAX TO: 783-6446
Card Number: _____	
Signature of Card Holder: _____	

1-4 hour module \$60.00 + gst 1-7 hour module \$90.00 + gst **ALL TRAINING WILL TAKE PLACE AT:**
WCA offices - 290 Burnell Street

Contact WCA offices, Kelly Thiessen at 204-775-8664 x 2225 (WCA FAX: 204-783-6446)
For more information on WCA or the MCSC, visit their websites: **WCA:** www.winnipegconstruction.ca **MCSC:** www.mbcsc.com



16 MODULES (not in any order)

1. **Measure Performance & Take Action in the Construction Industry** - will ensure employee performance expectations are communicated in a measurable and observable fashion and provide objective feedback. (documented to company standards).
2. **HR Management Practices for the Construction Industry** - will ensure supervisors have the ability to interpret and apply human resource management policies and practices as defined by the industry and the company.
3. **Effective Meetings in the Construction Industry** - will prepare supervisors for meetings and provide productive input to achieve specific meeting outcomes.
4. **Effective Delegation in the Construction Industry**- supervisors will delegate appropriate work to team members and ensure work is completed to expectations.
5. **Ethics & Integrity in the Construction Industry**—supervisors will be able to define, distinguish and promote acceptable workplace behaviors.
6. **Construction Compliance and Due Diligence** – will ensure that construction supervisors exhibit ‘due diligence’ and accommodate their regulatory and policy obligations in construction. (Other than safety covered in LSE)
7. **Effective Construction Relationships** – will build supervisory skills in developing relationships. Supervisors will deal effectively with all persons associated on the work site.
8. **Communication for the Construction Site** – will build communication skills (both verbal and written) for new construction supervisors.
9. **Build High Performance Construction Teams** – will improve teamwork and ensure motivation and the achievement of high performance on the work site.
10. **Construction Profitability** – will promote the relationship between quality of work, safe work practices, and productivity on the work site ensuring a profitable project.
11. **Construction Contracts** – will ensure construction supervisors recognize the contractual obligations associated with construction contracts.
12. **Construction Environmental Protection** – will aid construction supervisors in their understanding of construction environmental impacts and their regulatory obligations.
13. **Training the Construction Workforce** – supervisors will recognize the competency of their workforce and assign work accordingly. They will act as mentors and search for effective ways to increase crew skills through training.
14. **Planning Work for Construction** – will ensure the crew is productive and will assist supervisors in their planning of activities, assigning of tasks and assessing the work.
15. **Resolving Construction Workplace Conflicts** – supervisors have the tools to resolve conflicts in a prompt and proper manner and recognize matters that are beyond their capabilities.
16. **Leadership for Safety Excellence (CSAM)** - will ensure supervisor’s role, responsibilities and provide knowledge required to satisfy the legal duties and responsibilities under the Workplace Safety and Health Act.

See www.constructionsafety.ca for course delivery dates and pricing.