



Minnesota Sheriffs' Association
100 Empire Drive, Suite 222
St. Paul, MN. 55103-1885
651-451-7216

The Minnesota Sheriffs' Association and the Jail Academy Standardized Training Committee are presenting:

First Line Supervisor Training

May 6-9, 2024

In-Person at the MSA in St. Paul

Times: 8:00 AM – 4:30 PM

32 POST CREDITS

This training is designed for First Line Supervisors, including Shift Commanders, Shift Sergeants and new Supervisors at any command level. This training is a tremendous opportunity for new supervisors to receive quality training at a remarkably low cost.

Topics will include: What is a supervisor, supervisory competencies, vision and values, principled behavior, organizational mission and culture, working with stakeholders, supervisory styles, critical thinking, decision-making, conflict management, dynamics of communication, listening and responding, written communication, assessing and coaching performance, counseling and discipline, performance appraisals, and developing an action plan.

The curriculum for this class was originally designed by the National Institute of Corrections and has been adapted to fit all supervisors. It will be presented by experienced trainers and several current and retired Sheriffs and senior personnel will be a part of the learning experience. It is recommended that students bring their laptop and their agency's mission statement.

Class Location: MCIT Building (MSA Office) 100 Empire Drive – St. Paul, MN 55103

Registration Costs: \$350 per person for four day course which includes course materials, and break refreshments. Lunch is on your own.

Lodging: The Holiday Inn – St. Paul Downtown – 175 7th Street West – St. Paul
Phone: 651-225-1515 ask for MSA Training Group rate [Holiday Inn Downtown St. Paul](#)

Registration: Register for this training at www.mnsheriffs.org under Trainings or the MSA Events Page, [First Line Supervisor's Training \(avectra.com\)](http://First Line Supervisor's Training (avectra.com))

Registration is limited to 32 attendees.

*If you have questions or need further information please contact:
Tom Wells- Deputy Director
twells@mnsheriffs.org * 651-451-7216 x105 * www.mnsheriffs.org
Working for Minnesota Sheriffs since 1885*