



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

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**The Minnesota Sheriffs' Association and the Clay County Sheriff's Office  
are sponsoring:**

# **First Line Supervisor Training**

**June 17 - 20, 2019 in Moorhead, MN**

**Times: 8:00 AM – 5:00 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.

**Cost: \$250.00-** (includes training materials)

**Location:** Clay County Law Enforcement Center –  
911 11<sup>th</sup> Street North Moorhead, MN 56560

**Accommodations:** Travelodge by Wyndham- 3027 S Frontage Moorhead  
218 233-5333 (Govt rate \$62/night)

**Registration:** To register for this training go to the MSA web site at [www.mnsheriffs.org](http://www.mnsheriffs.org) and click on the events link or visit the First Line Supervisor page. Register early as this training is limited to the first 30 registrants.

Only on-line reservations will be accepted for this training. Please create a new user profile if you are new to the MSA registration system. If you need assistance with registering online, please contact Tom or Beth at 651-451-7216 or [twells@mnsheriffs.org](mailto:twells@mnsheriffs.org) or [bvasilakos@mnsheriffs.org](mailto:bvasilakos@mnsheriffs.org).

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*If you have questions or need further information please contact:  
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Working for Minnesota Sheriffs since 1885*