

Sample Event Itinerary

National Institute of Corrections Staff Supervision for the Corrections Professional Training

Presenters:

, Human Resource Officer, Idaho Department of Juvenile Corrections
, LSW, Unit Manager, IDJC, St. Anthony
, M.A., Training Specialist, IDJC

October 22, 2002

8:00-9:30 am	Introduction, Objectives, Requirements	Presenter
9:30-12:00 pm	Section 1: Building Blocks of Supervision Unit 1: What is a Supervisor?	Presenter
12:00-1:00 pm	Working Lunch	Presenter
1:00-4:00 pm	Section 1: Building Blocks of Supervision Unit 2: Supervisory Competencies	Presenter
4:00-5:00 pm	Test Well	Presenter

October 23, 2002

8:00-9:00 pm	Daily Review	Participants
9:00-10:00 pm	Daily Wellness	Participants
10:00-12:00 pm	Section 2: Personal Competencies Unit 1: Vision and Values	Presenter
12:00-1:00 pm	Working Lunch	Presenter
1:00-5:00 pm	Section 2: Personal Competencies Unit 2: Principled Behavior	Presenter

October 24, 2002

8:00-9:00 pm	Daily Review	Participants
9:00-10:00 pm	Daily Wellness	Participants
10:00-12:00 pm	Section 3: Organizational Context Unit 1: Mission and Culture	Presenter
12:00-1:00 pm	Working Lunch	Presenter
1:00-3:00 pm	Section 3: Organizational Context Unit 2: Working with Stakeholders	Presenter
3:00-5:00 pm	Section 4: Supervisory Styles Unit 1: Supervisory Styles	Presenter

October 29, 2002

8:00-9:00 pm	Week 1 Review	Presenter
9:00-11:00 pm	Section 5: Problem Solving	

Sample Attendance Sheet

Attendance

(sample registered participant blocked in gray)

Program Title: _____

Date: _____

[illegible][illegible][illegible]

Sample Credentials Information

PRESENTERS/GUEST SPEAKER CREDENTIALS:

Dr. _____ is an internationally recognized expert on interpersonal communication. She is regularly quoted in top magazines such as *Men's Health*, *Psychology Today*, and *Time*. Her research on cultivating positive relationships has been published in such academic journals as *Communication Monographs*, *The Journal of Applied Communication*, and *Communication Research*. Her mission is to help individuals and groups reach their peak potential in communication effectiveness. She holds degrees from the University of Oregon, Arizona State University, and Stanford University.

Dr. _____ teaches media studies including video production, cinema studies, and cultural criticism. He has a B.A. in German from Valparaiso, an M.F.A. in Filmmaking from Brandeis, and J.D. and Ph.D. in Cinema Studies from the University of Wisconsin. He has written an analysis of the work of a major German film director: *Alexander Kluge*, *The Last Modernist*, and is interested in producing documentaries (*Dreamhouse: The Art and Life of James Castle*, with _____ and video art (*Mountain Seasons*, with _____). Dr. _____ has taught at Boise State since 1990. He was a founding member and Chair of the Board of TVTV (1997-2003) and continues actively to promote the idea of grassroots, community media in Boise through his teaching, research and production activities.

Dr. _____ began his career as a photojournalist and art writer. Dr. _____ received his M.A. from Simon Fraser University (1978) and Ph.D. in Communication from McGill University (1991). Previous projects include published photoessays on childbirth, the treatment of geriatric patients in a psychiatric hospital, the aftermath of gold mining on the landscape in British Columbia, and the history of Idaho's historic State Penitentiary.