

Program Information

Front-line supervisors and managers are critical to organizational effectiveness and are essential personnel in business and industry. The Supervisory Leadership certificate prepare learners to develop foundational and operational knowledge of the supervisory function, including employment law, staffing, delegation and empowerment, change leadership, team management, interpersonal communication, recognition and positive reinforcement, conflict management, and diversity/inclusion. Learners complete essential coursework and a final applied project in partnership with an actual organization’s leadership team.

Program Learning Outcomes

By completing this program, students will achieve the following learning outcomes.

1. Apply effective diversity strategies in a global workplace.
2. Demonstrate critical and analytical thinking skills.
3. Practice professional behavior and interpersonal communication skills.
4. Develop and implement change strategies.
5. Demonstrate visionary leadership.
6. Apply ethical marketing, management, and organizational theories.
7. Apply human resource management practices.
8. Plan, prepare, and deliver effective oral and written communications.
9. Demonstrate financial management skills.
10. Utilize current technology in the workplace.
11. Apply customer-focused strategies.
12. Apply continuous improvement strategies by exercising creativity and innovation.

Course Prerequisites

None.

Graduation Requirements

All Anoka Technical College students seeking an Associate in Applied Science (AAS), diploma, or certificate must meet the cumulative grade point average (GPA) of 2.0 or higher.

Transfer Opportunities

To see how credits from this program may transfer into other Anoka Technical College programs or into a program at another college, visit:

- [Minnesota Transfer](http://www.mntransfer.org/students/plan/s_agreements.php?numResults=25&archive=false&from_inst=70&from_prog=&to_inst=&Search=Search): (www.mntransfer.org/students/plan/s_agreements.php?numResults=25&archive=false&from_inst=70&from_prog=&to_inst=&Search=Search)
- [Anoka Technical College transfer student](http://www.anokatech.edu/BecomeStudent/Transfers.aspx) (www.anokatech.edu/BecomeStudent/Transfers.aspx)

Industry Information

The supervisory field covers all areas of the private and public sector. Business and industry consistently seek out qualified employees who can move into the supervisory ranks. Anoka Technical College’s

Supervisory Management program prepares individuals to perform successfully as supervisors.

Wage/Outlook/Advancement

Wage information is available from the [Minnesota Department of Employment and Economic Development](https://mn.gov/deed/job-seekers/job-outlook/) (https://mn.gov/deed/job-seekers/job-outlook/).

Technical Education: 14 Credits

- SMGT 1600 Management Education Planning 2
- SMGT 1602 Supervision Fundamentals 3
- SMGT 1604 Interpersonal Skills/Customer Service 2
- SMGT 1606 Managing Change & Conflict 2
- SMGT 1608 Personal Leadership 3
- SMGT 1610 Field Study I 2

Also see: Supervisory Management AAS degree, Human Resources Development certificate, and Quality Supervision certificate

Start Dates

Fall Semester..... August
Spring Semester January

Faculty Contact

[Nick Hockert](mailto:Nick.Hockert@anokatech.edu)..... 763-576-4195

For information on how to apply, to schedule a tour, or for service during summer hours, contact Enrollment Services at 763-576-7710 or EnrollmentServices@anokatech.edu

Sample Program Sequence

	*Fall Semester	*Spring Semester
1st YEAR	SMGT 1600..... 2	SMGT 1606..... 2
	SMGT 1602..... 3	SMGT 1608..... 3
	SMGT 1604..... 2	TOTAL 5
	SMGT 1610 2	
	TOTAL 9	

**Courses are only offered certain semesters.*