



July 29 & 30 • IBA Center for Professional Development



You don't master the art of leading and managing through luck; you master it through training, experience, learning, and staying on top of best practices. As a manager or supervisor, you must have the attitude,

aptitude, skill set, confidence, persistence and commitment to excel in this multi-tasking, challenging role. This training will help take your expertise to a new level as you learn how to collaborate and coach your employees to excel on the job.

Whether you are new or seasoned managers and supervisors, attendees find this experiential training invigorating, motivating and applicable to managing and supervising others. You will learn how to manage crucial conversations and challenging situations. You will practice a coaching approach that encourages your staff to be engaged and accountable and walk away with a toolbox for immediate use back in your workplace!

WHO SHOULD ATTEND

Anyone who is responsible for managing a team (new or seasoned) or identified as a future up and coming leader in your organization. For anyone who wants to take their leadership role to the next level. Branch Managers most definitely benefit from this training as well!



**PROGRAM PRESENTER
KAREN BUTCHER**

InterAction Training

Karen Butcher is a former teacher, 4-H Youth Agent, Mary Kay Sales Director and Bank Training Director. She left the corporate world in 2018 to launch Karen Butcher Coaching and Training. Karen is a Senior Training Consultant for Interaction Training and travels the country facilitating bank supervisor training. Attendees appreciate her direct teaching style and recommended tools to help coach and lead teams.

TOPICS

Excelling at Leading, Supervising & Coaching

- Understanding yourself and others – the art of responding to different communication styles utilizing DiSC
- Visiting your values as a leader
- Handling those difficult conversations with employees (including practice conversations)
- Addressing difficult or uninspired team members
- Setting performance and behavior standards beyond the job description
- Implementing employee 1 to 1 meetings
- Providing guidance in giving and receiving feedback
- Assessing your leadership effectiveness

Building a Productive Team

- Covering ideas to empower and motivate within the workplace
- Managing the generational gaps
- Learning the attributes of being an ideal team player
- Understanding the importance of vulnerability and trust in building a stellar team
- Practicing and modeling emotionally intelligent habits

Talent Management – Best Practices

- Recruiting, hiring and interviewing
- Training & onboarding – Is this an experience or an afterthought for new hires?
- Excelling at performance reviews

REGISTER ONLINE:
indiana.bank

**IBA Center for
Professional Development**

8425 Woodfield Crossing Blvd.,
Suite 155E, Indianapolis, IN 46240
317-387-9380 • indiana.bank

AGENDA

(Times are in EDT)

Day 1

Registration: 8:30 a.m.

Program: 9:00 a.m. – 4:00 p.m.

Lunch: 12:00 p.m. – 12:45 p.m.

Day 2

Program: 8:30 a.m. – 3:00 p.m.

Lunch: 12:00 p.m. – 12:45 p.m.

INFO & FEES

IBA Members:

\$595 First Attendee

\$450 Second Attendee from the Same Institute

Registration fees include the program, materials, continental breakfast, lunch and refreshments each day. Participation in IBA programs is limited to members, associate members and non-members from an eligible membership category at applicable member or non-member rates. A 100% surcharge for non-members will be applied.

Supervisor Boot Camp

Attendee 1

Name: _____

Bank: _____

Email: _____

Phone: _____

Attendee 2

Name: _____

Bank: _____

Email: _____

Phone: _____

Attendee 3

Name: _____

Bank: _____

Email: _____

Phone: _____

Payment Information

Checks payable to: IBA Foundation, Inc.

(Please circle one)

Check Enclosed

MasterCard

Discover

VISA

AMEX

Cardholder Name: _____

Card Number: _____

Exp. Date: _____ CVV: _____ Zip Code: _____

Cancellation Policy:

Within three or more business days prior to the day of an educational program, no cancellation charge will be assessed. Within two days prior, 50% of the fee is assessed. Refunds are not provided for cancellations or absences on the day of the program. Substitutions are welcome at any time.

