



MANAGEMENT | INNOVATION | EXCELLENCE | FOR LEGAL AID



FLORIDA LEGAL SERVICES, INC.

**Advance Beyond the Basics:
Supervising for Excellence
June 13 – 15, 2011
Tampa, FL**

Agenda

Monday, June 13		
8:30 – 9:00	Registration and Continental Breakfast	
9:00 – 9:20	Welcome and Introduction of Trainers	
9:20 – 10:00	Opening Session Moving Beyond the Basics: Strengthening our Leadership, Management and Supervision to Deliver Great Legal Services	
10:00 – 10:15	Break	
10:15 – 11:30	Introductory Small Groups	Team
11:30 – 12:30	Lunch	
12:30 – 1:00	High Quality Supervision - Presentation	
1:00 – 2:45	High Quality Supervision - Small Groups	Team
2:45 – 3:00	Break	
3:00 – 3:30	Supervising Across Generations - Presentation	
3:30 – 4:45	Supervising Across Generations – Small Groups	Team

Tuesday, June 14		
8:30 – 9:00	Planning Work - Presentation	
9:00 – 10:45	Planning Work - Small Groups	Team
10:45 – 11:00	Break	
11:00 – 11:30	Supervisor's Use of Case Management Systems – Small Groups	Team
11:30 – 12:30	Lunch	
12:30 – 1:00	Difficult Conversations - Presentation	
1:00 – 2:30	Difficult Conversations - Small Groups	Team
2:30 -2:45	Break	
2:45 – 3:15	Creating Effective Teams - Presentation	
3:15 – 4:45	Creating Effective Teams - Small Groups	Team
Wednesday, June 15		
8:30 - 9:00	Leading Change - Presentation	
9:00 – 11:00	Leading Change - Small Groups	Team
11:00 – 11:30	Wrap Up	