Being promoted to a manager or supervisor can be an exciting time. It can also be challenging. Often this is because new leaders fail to gain a full understanding of the shift from being a coworker to a leader. This seminar is specifically designed for new supervisors or managers. New leaders will explore the role shift from being an individual contributor to a leader; identify the traits of effective leaders; learn three simple steps to help get started leading effectively, and receive resource information to develop leadership skills further.

**Thursday, April 22, 2021**

**12:00 - 1:00 p.m.**

**Registration:**
Advanced registration is not required. To view and listen to the live webinar, go to [bit.ly/3uhgvuM](http://bit.ly/3uhgvuM) on the day of the event.

- Event Number: 132 447 4110
- Event Password: GiKmUUKa493
- United States Toll: +1-408-418-9388
- Access code: 132 447 4110

The training will be recorded and available on the website approximately two to three weeks after the live event. To view past trainings, go to [eap.calhr.ca.gov](http://eap.calhr.ca.gov).

**Learning Objectives**
- Define the difference between an individual contributor and a leader.
- Describe traits of an effective leader.
- Discuss three simple steps to help you get started leading effectively.
- Identify additional resources you can use to further develop your leadership skills.

**Who Should Attend?**
- These workshops are free to state employees.
- Before planning to attend, employees should ensure supervisor’s approval.
- Please provide two weeks notice for special accommodations.