



# TEC

DEVELOP TALENT. HONE SKILLS.

# 2020

**LOSS CONTROL**

## Supervisor/Foreman

**September 15-17**

**Houston County EC, Crockett**


**Register by: September 7**

Three-Day Training School  
Classroom Exercises

To register online, go to [texas-ec.org](http://texas-ec.org).



**Texas Electric Cooperatives**

A Touchstone Energy® Cooperative 



### SUPERVISOR/FOREMAN

September 15–17, 2020 • Houston County EC, 1701 East Loop 304, Crockett 75835

#### COURSE INFORMATION

##### Course Description

This three-day course is designed to prepare foremen and supervisors for the challenges of being an effective and successful leader. Participants will gain insight into what people respect in leaders. Among other topics, the course discusses: what management looks for in a leader, what subordinates expect, characteristics of effective leadership, responsibilities that come with leadership and the position, and current regulations in the electrical industry.

##### Objectives

- Developing traits of a successful leader
- Understanding generational differences in the workforce and how to communicate with others
- Application of problem solving and critical thinking
- Application of effective communication and listening skills
- Application of current regulations and responsibilities of the position

##### Course Schedule

8 a.m., Tuesday, September 15–noon, Thursday, September 17

##### TUESDAY, SEPTEMBER 15

- 8:00 a.m. **Welcome/Course Overview**  
Responsibilities of Leadership  
Gaining Respect  
Becoming a Better Listener
- Noon **Lunch on your own**
- 1:00 p.m. **Problem Solving/Critical Thinking**  
(breakout session)  
Generational Differences and How to Communicate with Others
- 4:30 p.m. **Adjourn**

##### WEDNESDAY, SEPTEMBER 16

- 8:00 a.m. **Review Day 1**  
Motivating Others  
Managing Friends  
Understanding Delegation
- Noon **Lunch on your own**
- 1:00 p.m. **Dealing with Conflict**  
Regulations and Procedures Part 1
- 4:30 p.m. **Adjourn**

##### THURSDAY, SEPTEMBER 17

- 8:00 a.m. **Review Day 2**  
Regulations and Procedures Part 2
- Noon **Adjourn**

##### Class Limit

25 students

##### Continuing Education Units and Continuing Professional Education Hours

These courses may be eligible for CEUs or CPEs, depending on the governing body. For completion of the Loss Control School, TEC will automatically provide a certificate of completion that may be used to apply for CEUs/CPEs. TEC is registered with the State Board of Public Accountancy as a CPE sponsor. Registration with the board does not constitute an endorsement by the board as to the quality of the CPE program.



# TEC 2020

## LOSS CONTROL

### SUPERVISOR/FOREMAN

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### REGISTRATION FORM

Register by: September 7, 2020. [Click here to register online.](#)

**Please print clearly.**

One registration form per attendee. Duplicate as necessary.

Name \_\_\_\_\_

Title \_\_\_\_\_

Cooperative/Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Supervisor's Email \_\_\_\_\_

Registration Fees	By September 7	After September 7
<input type="radio"/> <b>Member Registration</b> (lunch not included)	\$650/person	\$700/person
<input type="radio"/> <b>Nonmember Registration</b> (lunch not included)	\$950/person	\$1000/person

**Registration cancelation policy:** All changes or cancelations must be made by email to [tknipstein@texas-ec.org](mailto:tknipstein@texas-ec.org). No refunds will be issued for cancelations made fewer than 15 days before the event. Cancelations made more than 15 days before the event will receive a full refund, minus a \$50 charge per student or substitution.

Signature \_\_\_\_\_

**Fax completed form to: (512) 763-3390. Questions:** Tami Knipstein, (512) 486-6271 or [tknipstein@texas-ec.org](mailto:tknipstein@texas-ec.org)

**Training Location: Houston County EC, 1701 East Loop 304, Crockett 75835**

**Suggested Places To Stay:** Attendees are responsible for making their own hotel room reservations.

**Holiday Inn Express**  
1511 Southeast Loop 304  
Crockett 75835  
(936) 544-4488

**Knights Inn Crockett**  
1600 East Loop 304  
Crockett 75835  
(936) 544-5611