Program Description

This program is geared towards current and future farm or small business managers/owners looking to improve their human resource management (HRM) skills. The program includes hands-on activities to engage managers to increase management awareness and ability

Interactive sessions aim to build skills in a wide variety of human resource management topics important to farm and small businesses. Learn from other managers to take home effective and practical approaches to human resource management.

>>> Objectives <<<

- Learn how different leadership styles are used on the farm or small business
- Reduce mis-hires and turnover through hiring best practices
- Learn about organizational culture and how it affects employee motivation and engagement
- Identify keys to creating a motivating environment
- Learn how to effectively communicate expectations to employees
- Develop skills to provide more effective feedback
- Learn methods for addressing and working through conflict

For more information, please contact:

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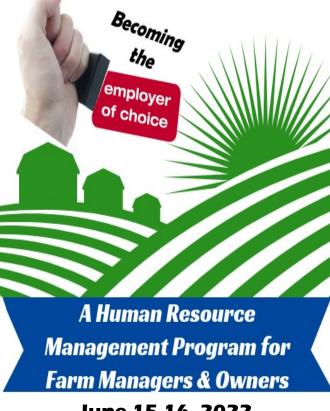
If you are in need of accommodations to attend this program, please contact Valerie Clingerman prior to the meeting at 812-882-3509, clingerman@purdue.edu by June 6th.



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Extension



June 15-16, 2022 8:30a.m. to 12:30 p.m. eastern

Vincennes University

Agriculture Center

4207 N Purdue Rd. Vincennes, IN

Curriculum Developed by:





Program Modules

Trained Instructors will guide you through the following modules in this training:

From Managers to Leaders

- Review the role of leadership in HRM
- Discusss the different leadership styles and applications
- Understand their own leadership skills

Developing a Motivated Workforce

- Identify the keys to a motivating environment
- Assess the motivational climate
- Increase awareness of motivating factors and types of power
- Understand their own use of power and persuasion

Hiring the Right People

- Ask interview questions that are specific to the requirements of the job
- Use the interview process to reveal applicants' skills, abilities, and thought processes related to job requirements
- Write job descriptions to define and evaluate job positions
- Have the tools needed to reduce mis-hires and turnover rate

Business Culture

- Learn about organizational culture and how it affects employee motivation and engagement
- Gain awareness of employees' culture and how they bring culture to the job
- Identify both positive and negative elements of their own business culture

Strategic Leadership & On-Boarding

- Learn how to effectively communicate expectations to employees
- Learn about on-boarding practices and trianing opportunities
- Develop a vision to engage and motivate employees

Reviews & Feedback

- Learn how to provide constructive feedback to employees
- Be able to develop skills to provide more effective feedback
- Learn about performance reviews and incentive plans

Managing Conflict

- Understand basic concepts in conflict management
- Learn about basic methods to work through conflict

2022 Becoming the Employer of Choice Registration

Name		
Address		
Telephone		
Email Address		

Registration Fee is \$50

(Includes handouts/resources and snacks)

Additional attendee(s) from the same operation is \$25/person

Registration Deadline: June 8, 2022

To register please complete this form and mail it to the address below:

\$50/person =	\$
+ \$25/additional	\$

Please make your check payable to:

Purdue CES Ed Fund-Knox County

Please mail registration form to: Purdue Extension—Knox County 4259 N Purdue Rd. Vincennes, IN 47591