



Provider Power Moves

Supervisor Success Outline

Position Yourself for the Greatest Success

#1 – Priorities/Expectations

Team strengths:

Team weaknesses:

(Individual members strengths/weaknesses)





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Top 5 Priorities:

Priority:	What Success Looks Like:

#2 – Determine Your Personal Principles

You:	Do you supervise this way?
What do I stand for?	
What do I want people to say after I have moved on?	
How do I want people to describe me to others?	
What should my staff count on me for?	





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You:	Do you supervise this way?
What should my supervisor expect <i>from</i> me?	
What is my philosophy on services to people with disabilities?	

#3 - Offer Opportunity

What will you offer?
Who will qualify?
How do staff benefit?
How will you start?
What incentives will you offer?





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#4 – Empower. Don't Enable.

Ways I am at risk for enabling:	How I will mitigate this risk:

#5 – Develop Supervisors-in-Waiting

Formal Program:	
Determine program qualifications	
Determine program duration	
Determine curriculum	
Determine number of participants	





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Formal Program:	
What leadership tasks can you assign to those who are waiting for the next program?	
Develop progress monitoring methods and timelines	

Informal Program:	
Identify leadership tasks to delegate	
Identify staff who are interested and ready	
Develop task progression list	
Create acknowledgement and appreciation methods	





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#6 – Understand What You See

Staff person who is underperforming	
What is the behavior?	
What is the antecedent?	
What are the consequences?	
What are you going to change?	

Assess Your Team:

Who are Your...	
Performers	
Highly Effective Doers	
Less Effective Doers	
Potential Trouble Sources	
Suppressive Persons	





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#7 – Be Fair

On a scale of 1 to 10 – How fair are you?

List 3 things you can do to increase your level of fairness, or ways to better show your team you are fair:

#8 – Monitor to Expectations

Is anyone missing any training/information right now?	
Are staff expectations well defined?	
Do staff know what "right" looks like?	
Do staff have a written set of instructions?	
What monitoring tools need to be developed?	





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#9 – Friendly Boss Versus Being a Friend

On a scale of 1 to 5, how clear is the line between you and your staff?

List up to 3 challenges you have right now in this area, and steps you can take to correct the issue.

Challenge	Action Steps

#10 – Be Honest About Your Skills and Training Needs

List 3 things you do well!

List 3 areas where you could use more training/understanding:





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Pull it together:

List the first 3 actions you will take, define success, and give yourself a timeline.

Step I will take:	What success will look like:	By when:

Good for you!!

You are well on your way to becoming an outstanding supervisor! These skills will serve you and your team well for years to come!

