

# **Wastewater Business Management Certificate**

**Begin immediately to enhance your career  
2 Training Modules  
Select the schedule that works for you**

## **Fundamentals of Supervisory Management**

The course covers the role of a Supervisor focusing on communication, developing people, managing people, team building, coaching a team and planning skills to create and engaged workforce

### **Morning Sessions**

8 AM to Noon

**4 hours per week for 6 weeks**

September 6 – October 11, 2007

York County Community College

**OR**

### **Evening Sessions**

5:30 – 8:30 PM

**3 hours per week for 8 weeks**

September 27 – November 15, 2007

York County Community College

**OR**

### **Intensive Day Sessions**

8:30 – 5:00 PM

**8 hours per week for 3 weeks**

December 6 – December 20, 2007

Augusta Sanitary District

## **Communication**

The program will prepare participants to be comfortable and accomplished at several levels of communication such as public speaking, presentation skills, public relations to provide good management communication.

### **Morning Sessions**

8 AM to Noon

**4 hours per week for 6 weeks**

November 1 – December 6, 2007

York County Community College

For more information and registration form contact

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also available at [www.jetcc.org](http://www.jetcc.org) & [www.mwwca.org](http://www.mwwca.org)