

## THE NUTS AND BOLTS OF MANAGING OTHERS FOR PEOPLE LEADERS



<b>DATE:</b>	October 2 <sup>nd</sup> & 3 <sup>rd</sup> , 2019
<b>TIME:</b>	9:00 a.m. – 4:00 p.m.
<b>LOCATION:</b>	Mississauga, Ontario
<b>FEE:</b>	\$1,125 + HST

This two-day program will equip your managers and supervisors with the skills necessary to lead effectively using best HR and legal practices. Participants will learn how to manage employees through coaching, employee engagement, progressive discipline and performance management. Key employment and human rights laws will also be covered.

**Who should attend:** new managers and supervisors



## The Nuts and Bolts of Managing Others for People Leaders

### Workshop Information:

**Date:** Wednesday, October 2<sup>nd</sup> & Thursday, October 3<sup>rd</sup>, 2019

**Time:** 9:00 a.m. – 4:00 p.m. each day (registration begins at 8:30 a.m.)

**Location:** Mississauga, Ontario

**Space is limited! Please register early.**

### To Register:

**Please scan and email form to [bernardicentre@hrlawyers.ca](mailto:bernardicentre@hrlawyers.ca) or fax back to 905-486-1992**

Name \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Facsimile (\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

**Fee:** \$1,125 + HST = \$1,271.25 (fee includes workshop materials, a light breakfast and lunch)

**Method of Payment**  Visa  MasterCard  Cheque

Name of Cardholder \_\_\_\_\_

Card Number | \_ | \_ | \_ | \_ | \_ | \_ | \_ | \_ | \_ | \_ | \_ | \_ | \_ | \_ | \_ | Security Code | \_ | \_ | \_ |

Signature \_\_\_\_\_ Expiry Date | \_ | \_ | / | \_ | \_ |

Billing Address \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

*\*Payment must be received in advance*

If paying by cheque, please make cheque payable to:

**The Bernardi Centre Inc.** 1443 Hurontario Street, Suite 201, Mississauga, ON L5G 3H5

HST # 754305118RT0001

Refund Policy: Refunds will be given for cancellations received in writing 48 hours in advance, subject to a refund levy of \$28.25 (includes HST). No refunds will be given for cancellations received after this date, however, a delegate substitution is welcome at all times. If you register less than 48 hours in advance, your registration is considered final.

**For more information, please contact Becky Seath at 905.271.2028 or [bseath@hrlawyers.ca](mailto:bseath@hrlawyers.ca)**