



AGC of Michigan presents:

The Supervisory Training Program



UNIT 8: Managing the Project: The Supervisor's Role

Supervisory skill—or the lack of it—directly affects every company's bottom line. Each day decisions made by every foreman and superintendent are crucial to the success or failure of every construction project. You make your money in the field. Or you lose it.

The Supervisory Training Program (STP) developed by AGC, is designed specifically to meet the needs of the construction industry. Developed, updated, and field-tested by and for contractors, the Program consists of 12 courses that focus on the knowledge and skills that every supervisor must have to be an effective manager of people, time, equipment and materials.

UNIT 8: Managing the Project: The Supervisor's Role

This course includes the following sessions:

Understanding Project Delivery Systems/Alternate Contracting Methods: General Contracting (Design-Bid-Build or Negotiated); Construction Management (At risk or Agent); Design/Build (and Assist).

Managing Information: kinds of documentation; how to hold effective meetings; use (and abuse) of technology; protocols/chain of command.

Managing and Understanding Risk: bonding and sureties; insurance; subcontract vs. self-perform; site security and traffic; quality control; safety.

Planning the Work: project planning; scheduling; record keeping and information systems.

Working the Plan: purchasing; expediting; approvals.

Managing Methods and Materials: site layout; equipment selection; material handling, storage, and protection; on-site fabrication vs. modular units/panelization.

Understanding Finances: cost information cycle including estimate to budget, budget to actual, actual to historical, and historical to estimate; cost coding accuracy; and schedule of payments/project cash flow.

Working with Project Partners: working with owners (superintendent as the salesperson); with subcontractors in the field; designers; inspectors/governments; and internal stakeholders (accounting, PM, corporate, etc.).

Understanding People: motivation and reward; leadership skills; personality styles.

Understanding Corporate Policies/Procedures: compliance; project portfolio/risk diversification; sales prospecting; project staffing decisions; corporate overhead.

The facilitator for this **20-hour course** will be Jamie Scigliano. Since the late 80's, Jamie has been involved in many facets of the construction industry, with experience in commercial, industrial, and residential projects including over 10 years with the Barton Malow Company. Since 1999, Jamie has been associated with Eastern Michigan University, first as a graduate student, and currently as a full time lecturer in the Construction Management Program. Jamie continues to teach while pursuing consulting and contracting projects outside of the University.

When: 5 Fridays - November 7, 21, December 5, 12, and 19, 2008

12:30 p.m.- 4:30 p.m.

Where: EMU Livonia

38777 W. Six Mile Rd. Suite 400

Livonia, MI 48152

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EMU Livonia, 38777 W. Six Mile Rd. Ste. 400, Livonia, MI

Registration Fee: \$250/member \$285/CIAP \$335/non-member

Registration Deadline: Wednesday, November 5, 2008



Please mail or fax this registration form to:

AGC of Michigan, 2323 N. Larch, Lansing, MI 48906—fax (517) 371-1131

For more information contact Viki Gotts (vgotts@agcmichigan.org or 313.533.3509 Ext. 3102).

Company: _____

Address (non-members only): _____

Phone: _____ Fax _____ Email: _____

- Please invoice me (members only).
- Fax registration—check to follow.
- Check # _____ enclosed (payable to AGC Michigan)
- Credit card—Account # _____ Exp. Date _____

Signature _____

Participant Name	E-Mail Address	Amount

Total